

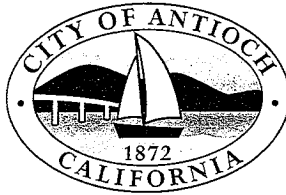
FISCAL YEAR 2011-2012

ACTION PLAN

**FOR THE 2ND PROGRAM YEAR OF THE FISCAL YEAR 2010-2015
Contra Costa Consortium Consolidated Plan**

**Community Development Block Grant
(CDBG) Program**

Approved by City Council May 10, 2011



May 13, 2011

Maria Cremer, Acting Director
Department of Housing and Urban Development
Community Planning and Development
600 Harrison Street, 3rd Floor
San Francisco, CA 94107-1300

Re: City of Antioch FY 2011-12 Action Plan

Dear Ms. Cremer,

It is my pleasure to submit to you the City's Action Plan for FY 2011-12, with accompanying HUD-424 Application for Federal Funding and all required Certifications. It is our understanding that the final grant allocation may change. If this occurs, we will follow the methodology outlined in our Action Plan to determine revised allocations, adhere to our Citizen Participation Plan as to procedure, and will submit a corrected HUD-424 to your office. We shall also revise Appendix A – 2011-12 Action Plan Priorities, Objectives, Strategies, Indicators, and Funding and submit with the above documents. If other revisions or items are required, we shall await communication from your office.

The City of Antioch has diligently adhered to the Priority Needs identified in the 2010-15 Consolidated Plan, funding primarily High priority actions that benefit our most vulnerable residents. We have also outlined steps we shall take in the coming year to address impediments to fair housing choice as identified in the 2010-15 Analysis of Impediments to Fair Housing Choice. Both of these important planning documents were adopted by the Antioch City Council last year, and they serve as guides for our CDBG-funded actions during the five-year period.

These are challenging times for cities, counties and states nationwide, and particularly for jurisdictions in California. As cities such as Antioch take drastic measures to balance budgets and provide services to residents, Community Development Block Grant funding becomes more important than ever to help address growing social needs and the current housing crisis.

We look forward to partnering with you in FY 2011-12, and to meeting with CPD representative Marcia Bradshaw in late May and early June. Should your office have any questions, please do not hesitate to call our CDBG Specialist, Teri House at 925.779.7037 or myself at 925-779-7031.

Sincerely,



Jim Jakel
City Manager

OFFICE OF THE CITY MANAGER

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I. EXECUTIVE SUMMARY

INTRODUCTION

The City of Antioch (DUNS #105241132) 2011-12 Action Plan provides a concise summary of the federal Community Development Block Grant (CDBG) and local funding available primarily through the Antioch Development Agency (ADA) Redevelopment Housing Set-Aside funds. These resources are invested to fund actions, activities and programs to address the priority needs and specific objectives identified in the Contra Costa Consortium 2010-15 Consolidated Plan during the coming year. The City has determined that its use of CDBG entitlement funds for the purpose of determining compliance with the 70% Rule shall be a one (1) program year beginning July 1, 2011 and ending June 30, 2012. Program Year (PY) 2011-2012 is synonymous with the City's Fiscal Year (FY) 2011-2012.

The primary purpose of the CDBG program is to develop viable urban communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for persons of lower income. City CDBG funds can only be used for projects and programs that benefit residents of Antioch. The City utilizes the CDBG program to improve the quality of life and physical conditions in its lower income areas, and to benefit lower income residents throughout Antioch.

Federal funds are allocated annually to entitlement communities through the U.S. Department of Housing and Urban Development (HUD) to carry out a wide range of community development activities that benefit lower income persons and households. In order to receive annual allocations, jurisdictions must prepare and submit to HUD a comprehensive Analysis of Impediments to Fair Housing Choice (AI), a five-year Consolidated Plan, annual Action Plans that are subsidiary documents to the Consolidated Plan, and an annual Consolidated Annual Performance Evaluation Report (CAPER) that details all of the accomplishments of actions that were proposed in the Action Plan.

The Consolidated Plan is a detailed planning document that provides a needs assessment, describes the jurisdiction's non-housing community development needs, its housing needs and market conditions, sets out a five-year strategy identifying priorities and available resources and establishes a One-Year Action Plan that outlines intended uses of the resources. The Consolidated Plan incorporates the requirements of the federal Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program. Federal approval of both the Consolidated Plan and the annual Action Plan are required to enable the jurisdiction to participate in federal housing and community development funded programs.

The entitlement jurisdictions of Antioch, Concord, Pittsburg, Richmond, Walnut Creek and the Urban County (all other cities and the unincorporated areas) constitute the Contra Costa Consortium (Consortium). Together they prepared the joint FY 2010-15 Contra Costa Five-Year Consortium Consolidated Plan and Analysis of Impediments to Fair Housing Choice (AI). The Consolidated Plan and AI were approved by the Antioch City Council in May 2010. The FY 2011-2012 Action Plan has been prepared in compliance with the FY 2010-2015 Consolidated Plan and AI.

The Consolidated Plan, AI, and Antioch's annual Action Plans and CAPERs with all associated letters and documents for the past five years can be viewed online at the City's website at www.ci.antioch.ca.us, or by contacting the City of Antioch, Teri House, CDBG Specialist, Community Development Department, City of Antioch, 200 H Street, Antioch, CA 94509; email thouse@ci.antioch.ca.us; telephone 925-779-7037.

FUNDING AVAILABLE

CDBG

At this writing, the City has been advised that it will receive an estimated CDBG allocation of \$653,336 for FY 2011-12. However, the exact amount of the City's CDBG entitlement grant will not be known until the final apportionment of the HUD FY 2011 CDBG funds from the Office of Management and Budget (OMB). Therefore, all Action Plan allocations are subject to change upon official notification of the City's CDBG appropriation, although such changes are expected to be very small. Any adjustments will follow the methodology described below and are not expected to result in a Substantial Amendment to the City's Action Plan.

The estimated CDBG amount of \$653,336 for FY 2011-12 is a decrease of \$129,555 or 16.55% from the FY 2010-11 allocation of \$782,891. In addition to the CDBG grant amount, the city has approximately \$45,500 in carry-over or residual funds from FY 10-11. The City has received approximately \$40,000 in program income so far this year. The total amount of CDBG funds that shall be allocated is \$698,836.

Public Services have a maximum level of funding set by law at 15% of the grant amount plus 15% of the prior year (FY 2010-11) program income (\$40,000). Funded Public Service activities comprise 15% (\$104,000) of the available funding and are prevented from HUD regulations from exceeding this cap. Administration of the CDBG program is also capped at 20% of the grant amount plus 20% of the present year (FY 2011-12) program income (estimated to be \$40,000) or \$138,667. Economic Development activities are funded at \$104,500 and represent 15% of available funding. Housing activities, including Fair Housing and Tenant/Landlord Counseling, are funded entirely from Redevelopment agency housing set-aside funds. Infrastructure activities comprise the balance of funding and account for \$351,669 or 50% of available funds.

All allocations, calculations and funding are detailed in *Appendix A – 2011-12 Antioch Action Plan Priorities, Objectives, Strategies, Indicators and Funding*.

Public Services

To date the City of Antioch has employed a strategy within the Public Services category to "spread the wealth" to the greatest extent possible among the excellent nonprofit service providers, funding a maximum number of projects with a small amount of funding. The City's stance has been that this approach most greatly leverages federal funding by attracting a more significant investment of foundation, state, and private funding for services.

Utilizing this model of numerous, smaller grants, the City provided \$117,500 in CDBG Public Services grant funding to 16 programs in 2010-11. Grant sizes were as follows:

- 1 @ \$4,000
- 7 @ \$5,000
- 1 @ \$5,500
- 2 @ \$7,000
- 2 @ \$10,000
- 2 @ 12,000
- 1 @ 15,000

As can be seen, grants under \$10,000 comprise 69% of the City's Public Services grants. However, for the past five years HUD has been strongly urging jurisdictions to set a minimum grant size of \$10,000 per grant. HUD argues that, since federal grants carry a significant reporting and compliance burden that is unique to

the CDBG funding, small grants usually end up primarily funding the increased staff time needed to comply and report, and only a small amount of money actually ends up helping clients.

Most of the applicants receiving grants from the City of Antioch are also receiving grants from other Consortium members to help provide services within Contra Costa County. For example, in 2010-11 the Food Bank received only a \$7,000 grant from Antioch, but also received a \$20,000 grant from Concord and a \$30,000 grant from Contra Costa County. A total of \$57,000 in CDBG funding makes the significant reporting and compliance burden well worth the effort. In fact, of the 10 programs receiving under \$10,000 in Antioch CDBG funding, all but one program receives a minimum of \$25,000 to a maximum of \$57,000 total in CDBG funding from all Consortium members. The one program not receiving additional CDBG funds is, unfortunately, Antioch's smallest grant at \$4,000. In this case, a small grant is likely to be more of a burden than an asset to an agency.

FY 2011-12 is the second year of the 2010-12 funding cycle. As such, no federal procurement process was conducted to award CDBG funds this year. All grantees are performing well. The City's strategy in this second year funding cycle is to reduce all CDBG-funded grants *relatively* proportionally except for the grants at \$5,000 and below. Those allocations will be kept whole at their original amounts so as not to compound the problem of having even smaller grants in the coming year. The City has chosen to use the Program Income received this year to calculate an additional \$6,000 in funding that can be used for Public Services to make the smaller grants whole, so that the other grants in that category do not have to bear a disproportionate burden.

For the 2012-14 grant cycle, the City will consider raising the minimum grant amount to \$10,000, thus greatly reducing the number of grants available in the Public Services category. Raising the grant amount and decreasing the number of funded projects will also decrease the City's own CDBG administrative burden, which is necessary in light of the current part-time staffing of the program and the City's present four-day work week to cut costs.

Antioch Redevelopment Housing Set-Aside Funds

The City augments its annual CDBG allocation with Antioch Development Agency (ADA) funds for housing related projects. The funding source for ADA funds is Redevelopment Housing Set-Aside. Antioch anticipates allocating \$743,000 in ADA funding for fair housing, housing rehabilitation and other housing-related services, plus an additional estimated amount of \$525,000 in carry-over funds from FY 2010-11. This amount is subject to possible State changes in Redevelopment which may affect or eliminate funding. If ADA funding is eliminated, it is possible that the City will not have funding for Fair Housing activities in FY 2011-12 until funding can be reallocated in the FY 2012-14 grant cycle, as Fair Housing was not previously funded with CDBG. At present, the City is experiencing an acute budget crisis and has no General Funds available for this purpose if ADA funding is eliminated. See ***Appendix A – 2011-12 Antioch Action Plan Priorities, Objectives, Strategies, Indicators and Funding***, for a complete distribution of all funding sources.

Neighborhood Stabilization Program (NSP)

In FY 2009-10 the City was awarded \$4,049,228 in Neighborhood Stabilization Program (NSP 1) funds from HUD. The Antioch NSP funds are being utilized to concentrate in two areas - acquisition and rehabilitation of foreclosed properties and a new construction affordable senior project all located within the high risk target area. Progress toward meeting goals of this program is not reported in this Action Plan.

SUMMARY OF OBJECTIVES AND OUTCOMES

Appendix A – 2011-12 Antioch Action Plan Priorities, Objectives, Strategies, Indicators and Funding, contains all recommendations for funding of specific projects and programs to address housing, economic development, infrastructure/public facility improvements, and public service needs utilizing Community Development Block Grant (CDBG), as well as Antioch Development Agency (ADA) funds. All projects fall within one of the Consortium Consolidated Plan Priorities as identified in **Appendix A**.

Allocated funds to community, social service, and public agencies will serve seniors, abused children, homeless youth and adults and those at risk of homelessness, battered spouses, mothers and fathers at risk of family violence, disabled adults, persons in crisis, and those needing a variety of other public services. Funds allocated to public agencies and non-profit/for-profit housing developers provide affordable housing, strengthen and revitalize lower income areas, ensure fair housing for all and the rights of tenants and landlords. Funds also provide economic development training and placement for struggling lower income persons and households. Over 80% of the funds will assist lower income persons.

PERFORMANCE MEASUREMENT FRAMEWORK

As a result of the Government Performance and Results Act of 1993 (GPRA) that mandated federal programs improve their effectiveness and public accountability by focusing on results, HUD's Office of Community Planning and Development (CPD) developed an outcome performance measurement system. The system enables HUD to collect information on the outcomes of activities funded with CPD formula grant assistance (such as the CDBG program), and to aggregate that information at the national and local level. Included in the performance measurement framework are objectives, outcome measures and indicators that describe outputs. See *Appendix A* for a detailed listing of each project with its associated Performance Objective and Outcome.

EVALUATION OF PAST PERFORMANCE

The Antioch grant program continues to accomplish its goals and objectives as detailed in the annual Consolidated Annual Performance Evaluation Report (CAPER), submitted to HUD for FY 2009-10 (information for FY 10-11 will be submitted to HUD by September 30, 2011), and as outlined below:

1. *Not more than 150 Percent of the Current Year's CDBG Grant Amount on Federal Deposit at the end of April* – At the end of April each year we are allowed by HUD to have 150% of the grant amount on hand, or risk the removal of excess funds. Antioch remains well under this amount, and works diligently to ensure that grant funds are disbursed and capital projects are completed in a timely manner.
2. *Number and Percent of CDBG-Funded Capital Projects Completed within two (2) years of Initial Funding Date* - Our target is to have 80% of capital projects completed within two years, and we have been successful in attaining this goal.
3. *Experienced Grant Staff* – Due to significant budget deficits in the ailing economy, Antioch has been hard hit and forced to lay off staff, reduce hours of City operation, reduce programs and services, and take other significant measures in an attempt to balance the City's budget. In 2008-09 and 2009-10 the City's CDBG program experienced staff transition twice. However, in 2010-11, the City hired a highly experienced part-time staff person to manage the CDBG program. This individual brings over 15 years of CDBG grant management expertise to the program, and is revising documents and implementing changes to help ensure compliance with applicable Federal regulations and tighter controls over all funded programs and projects.

II. CITIZEN PARTICIPATION AND GRANT PROCESS

The City of Antioch follows a detailed Citizen Participation Plan (CPP) which is included in this report as ***Exhibit A – City of Antioch Citizen Participation Plan***. Included in the CPP are the City's Language Assistance Plan and Residential Anti-Displacement and Relocation Assistance Plan, as required by HUD. The CPP was updated in 2011 and is expected to be adopted by Council May 10, 2011.

SYNOPSIS OF GRANT PROCESS

The Consortium operates a two-year grant cycle for Public Services and Economic Development, Housing, Infrastructure and Public Facilities, and emergency shelter projects, utilizing CDBG, General, RDA, HOME, and Emergency Shelter Grant (ESG) funding sources. Under the FY 2010-15 Consolidated Plan timeframe, the years covered by the two-year grant funding cycles are 2010-12, 2012-14, and 2014-15 (one year, which is one-half [½] of the grant cycle). All programs and projects that were awarded grants for FY 2010-11 received a one-year contract and are eligible for an automatic renewal in FY 2011-12 contingent on the availability of CDBG funds, the satisfactory accomplishment of contract goals, and approval by City Council.

The Grant Cycle begins the year prior to the funding granted (i.e. the grant process began in October 2009 for the 2010-12 grant funding cycle). The Consortium conducted extensive outreach to the nonprofit and lower income communities in Contra Costa County, emailing to over 600 nonprofit and community contacts in a database that is updated each cycle from information provided by our local 211 referral agency. A display ad is also printed in the Contra Costa Times letting the general public know of the upcoming Grant Kickoff meeting for all jurisdictions. Notice of the meeting is also posted on Antioch's website and in a public space at City Hall, and in the Senior Center.

The Consortium conducts a collaborative Grant Cycle kickoff event in early October. At this event, the CDBG grant process and requirements are reviewed and extensive technical assistance is provided by all jurisdictions to better assist new applicants. Further one-on-one technical assistance is provided as requested during the two months between the application release and due date in early December.

Applications for all projects and funding sources are completed by agencies online using a single easy-to-use web-based application for all jurisdictions. Staff of each jurisdiction then review the completed applications, rectify issues, and accept or reject the application for further review utilizing their own jurisdictional criteria and processes, and against the jurisdictional objectives listed in the Consolidated Plan. Each jurisdiction prepares a separate Action Plan each year as well as the associated CAPER which outlines achievements under the year's Action Plan.

The county-wide Consortium provides a unified approach for the County's nonprofit organizations seeking CDBG, General, Redevelopment Agency Housing Set-aside, HOME, and Emergency Shelter Grant funds. But the Consortium coordinates far more than just the grant application and kick-off process in Contra Costa County. Members of the Consortium also:

- conduct a single Grantee Technical Review meeting for those agencies which are awarded funding;
- have similar contract language and structure;
- utilize a single joint Quarterly and Year-End report form;
- maintain a joint Monitoring database of all funded agencies, conduct joint monitoring of agencies and share monitoring results via web and in quarterly meetings;
- Meet quarterly or more frequently as needed to discuss issues of mutual concern; and
- in general, conduct all CDBG activities in a unified and collaborative manner and work together to reduce governmental barriers and create a seamless and effective process for subrecipients.

CITIZEN PARTICIPATION

In order to encourage and ensure involvement and participation by those residents who are most likely to be impacted by grant funded activities, the City engages in extensive outreach during the Consolidated Planning process, and encourages involvement in the Action Plan, CAPER, and other processes that help to achieve the Consolidated Plan goals and objectives. Please see *Exhibit A – City of Antioch Citizen Participation Plan*, for further details.

SUMMARY OF CITIZEN COMMENTS

In accordance with HUD regulations and the City's Citizen Participation Plan, a Public Hearing Notice was published in the Contra Costa Times Newspaper on April 8, 2011 for the public hearing at the May 10, 2011, City Council meeting. In addition, the same notice was emailed to all applicants on April 8, 2011. Please see the certified proof of publication and copy of the notice in *Section XIV –Public Notices*. Following are all public comments received as well as the means by which they were received:

No public comment concerning the Action Plan or Citizen Participation Plan was received by writing or at the City Council Public Hearing on May 10, 2011.

III. AVAILABLE RESOURCES

COMMUNITY DEVELOPMENT BLOCK GRANT

As previously stated, the City has been notified by HUD that its *estimated* CDBG entitlement grant amount will be \$653,336, which is a decrease of 16.55% from last year. The City has approximately \$45,500 in carry over funding available from FY 2010-11 that it will allocate in 11-12. Carry-over or residual funds can be used for housing, infrastructure, and economic development projects (not Public Services or CDBG Grant Administration). Program Income to date is approximately \$40,000 and will be used for the Public Services calculation purposes only. Program income is from loans issued through the Housing Revolving Loan Fund and will return to that fund. The City will allocate a total of \$698,836 in CDBG funds for FY 2011-12.

The maximum amount available for CDBG Public Services 15% of the current entitlement CDBG grant (\$98,000) plus 15% of program income estimated to be received in 2010-11 (15% of \$40,000 is \$6,000), resulting in CDBG Public Service funding of \$104,000. The maximum allowed by HUD for CDBG Administration is 20% of the entitlement CDBG grant (\$130,667) plus 20% of all anticipated program income the program year 2011-12 (20% of \$40,000 = \$8,000), resulting in Administrative funding of \$138,667. Please see page 5 and *Appendix A* for further details.

ADDITIONAL RESOURCES

Antioch Development Agency (ADA) Housing Set Aside Funds

The City is allocating \$778,000 in new ADA funds and \$525,000 in carry-over funds for projects, and \$291,220 for Housing Program Administration. These funds will be utilized to provide fair housing counseling and enforcement, tenant/landlord counseling, rental housing rehabilitation, housing rehabilitation loans and grants for lower income homeowners, first time homebuyer programs, housing administration, and other CDBG eligible activities. These funds represent additional leveraged resources to

help achieve the goals and objectives of the FY 2010-15 Consolidated Plan. All funding sources are detailed in **Appendix A**.

Leverage

In addition to the resources described above, non-housing CDBG projects in the Economic Development, Infrastructure/Public Facilities, and Public Service categories leverage substantial funds from a variety of sources including public agencies, private foundations, fundraising, redevelopment agencies, in-kind donations, fees, and income.

Affordable housing development projects leverage even more significant additional resources. Typical affordable housing funding sources include Antioch Development Agency (ADA) funds, HUD-administered resources (e.g., Section 202 and McKinney Act funds), tax-exempt bond revenues, private sector equity investment through low-income housing tax credits, State resources (e.g., CalHFA financing, Multi-Family Housing Program), private foundation donations, and private lender loans also can be counted. In FY 2011-12, the City expects to authorize \$2 million in ADA funds to construct a 43 unit senior housing complex. The two senior housing projects listed in Appendix A together leverage over \$42 million.

The estimated total of all leveraged funds for FY 2011-12 is \$45,408,432 (see Appendix A) and the final amount will be reported in the year-end Consolidated Annual Performance Evaluation Report (CAPER.)

Grant Funding Available by Funding Source

Table 1 below shows all grant funding allocated in 2011-12 by the funding source. The City of Antioch will invest \$4,293,056 in both CDBG and ADA funding in the coming fiscal year to improve the quality of life for lower income residents, and persons living in lower income areas. For a detailed listing by project, please see **Appendix A**.

Table 1 Total Resources and Allocations for FY 2011-12					
	CDBG \$ Entitlement	CDBG \$ Prior Yr	ADA \$	ADA \$ Prior Yr	Total \$
Total Funds All Sources					
Public Services Grants	104,000		66,000		170,000
Economic Development Grants	104,500		0		104,500
Infrastructure Grants	306,169	45,500	0		351,669
Hsg-Fair Housing			10,000		10,000
Hsg-Tenant/Landlord, Foreclosure			67,000		67,000
Hsg-Multi-Family Rental Rehabilitation			175,000	75,000	250,000
Hsg-Multi-Family Rental Subsidy to Senior renters in Vista Diablo Mobile Homes			110,000		110,000
Hsg-Multi-Family New Affordable Housing Construction for Seniors			2,000,000		2,000,000
Hsg-First Time Homebuyer			100,000	200,000	300,000
Hsg-Rehab Owner Loans & Grants			250,000	250,000	500,000
Hsg-Program Administration			291,220		291,220
CDBG Grant Administration	138,667				138,667
TOTAL ALLOCATION	\$653,336	\$45,500	\$3,069,220	\$525,000	\$4,293,056

IV. CONPLAN PRIORITIES, OBJECTIVES, OUTCOMES, INDICATORS

The 2010-15 Consolidated Plan establishes the priorities for affordable housing programs and projects funded with CDBG, HOME, ESG, and HOPWA funds. A complete listing of Consolidated Plan Priorities and all funded projects, with specific objectives, outcomes, priority needs and indicators, is contained in *Appendix A - 2011-12 Antioch Action Plan Priorities, Objectives, Strategies, Indicators and Funding*.

V. GEOGRAPHIC DISTRIBUTION/ALLOCATION PRIORITIES

DEMOGRAPHICS

The 2010 census data shows the total population of Antioch to be 102,372. Of those who indicate that they are of one race only, the population is White 53%, Black or African American 18.7%, American Indian/Alaskan Native .9%, Asian 11.3%, Native Hawaiian/Other Pacific Islander .9%, and some other race 15.1%. Of those who indicate that they are two or more races, the majority of persons are White/Asian, White/Black, and White/American Indian or combinations of those groups.

The Census considers Hispanic or Latino to be an ethnic, not a racial, category, and so this category crosses racial lines. In Antioch 31.7% indicate that they are of Hispanic or Latino ethnicity, and 63.8% indicate that they are not Hispanic or Latino. As indicated in the Language Assistance Plan, 77% of Antioch's population speaks English as their only language. Of the remaining 23%, the majority of persons speak Spanish. Of Spanish speaking residents, 23.4% or 2,651 identify as speaking English "not well" or "not at all", and these individuals constitute about 2% of Antioch's total population.

PRIORITY ALLOCATION

The majority of low income block groups in the City of Antioch are north of the State Route 4 from Deer Valley Road to the City of Pittsburg border (see Figure 1).

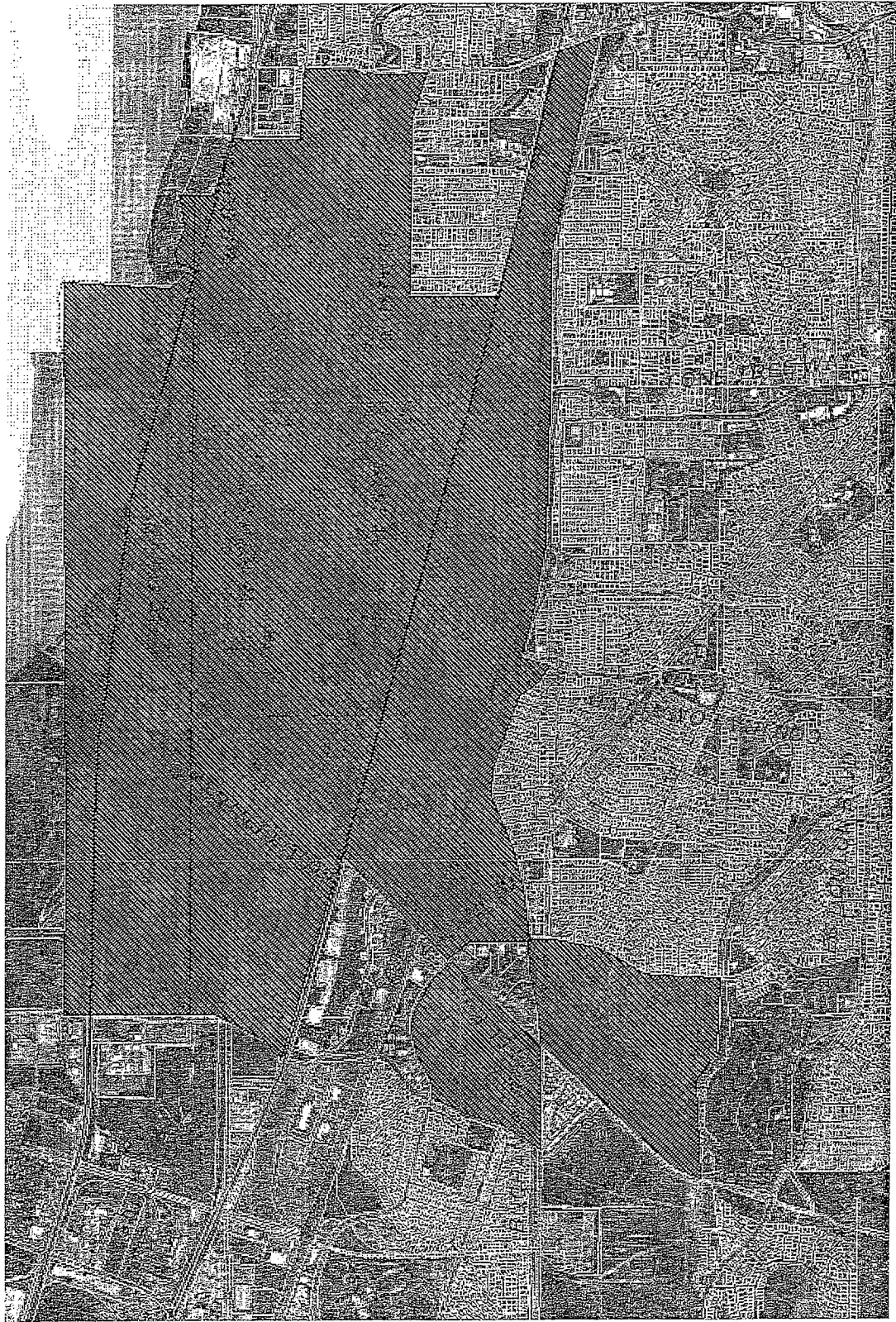
The City of Antioch has chosen to allocate 2011-12 Public Services and Economic Development funding to benefit lower income persons throughout the entire city, rather than to target funding to a single lower income area. However, the lower income areas described below have the highest percentages of lower income persons, and will benefit proportionally from the funding.

Programs physically located in low-income block groups are provided through Opportunity Junction (Census Tract 3072.05, Block Group 1, 65% Low Mod) and the City of Antioch Senior Services (Census Tract 3050, Block Group 3, 71% Low Mod). Infrastructure funding in 2011-12 consists entirely of the City's Sidewalk and Handicap Ramps and Roadway Rehabilitation and Ramps projects, which are area benefit activities. These projects are targeted to and primarily benefit the lower income areas identified in Figure 1 below.

LOWER INCOME AREAS

According to demographics provided from the 2000 census (2010 census demographics at the block group level will be available in 2012), the City's lower income census tract block groups are as follows: 3050.00.1, 2, 3, 4, 5, 6 (7 mile area north of Highway 4 from the Pittsburg border on the West to Cavallo Road at furthest point on the East); 3060.01.2, 4, 5; 3071.02.1, 2, 3; 3072.01.2; 3072.02.1; 3072.05.1, 2; and 3080.01.1. A map indicating all Antioch lower income areas in black diagonal stripes is found on the next page.

Figure 1 – Map of all HUD-designated lower income areas – City of Antioch



VI. ANNUAL AFFORDABLE HOUSING GOALS

All City of Antioch Housing goals are accomplished utilizing Antioch Development Agency funds; no CDBG funding is used for Housing-related activities at this time. See Housing Priorities and Objectives, *Appendix A*, for a complete listing of all projected housing related goals for FY 2011-12 utilizing both funding sources.

VII. HOMELESS & SPECIAL NEEDS

CHRONIC HOMELESS AND HOMELESS PREVENTION

The City of Antioch Action Plan addresses the needs of those who are homeless, chronically homeless, or at risk of becoming homeless in the coming year. The City will invest \$112,500 of its available resources to assist this population.

Projects that benefit homeless and at-risk group are detailed below in **Table 2**. This does include a significant investment of Antioch Development Agency (ADA) Housing Set-Aside funds used for homeless services, but does *not* include ADA funding that may be used to create new affordable housing, funding that is being used to rehabilitate rental housing that is affordable at all income levels, and funding that provides fair housing counseling and tenant/landlord services. Nor does it include significant funding for housing rehabilitation and emergency housing repairs for seniors and disabled homeowners who might otherwise lose their housing and be made homeless if unsafe and deteriorated conditions persist. All of these investments can be found in *Appendix A* and will be reported in each year's CAPER.

Table 2 Homeless/At-Risk Funding for FY 2011-12			
Agency	Brief Project Description	CDBG \$	ADA \$
Amador Institute	Transitional housing for foster age youth age 14-19		7,000
CCC Home Equity Preservation Alliance	Coalition of agencies serving families at risk of losing their homes to foreclosure.		47,000
CC Health Services	Adult Interim Housing Program, emergency shelter		15,000
CC Crisis Center	Homeless Hotline		10,000
Food Bank of CC	Collaborative Food Distribution	6,000	
Northern California Family Center	Emergency shelter and mediation/placement services for runaway youth		5,000
SHELTER, Inc.	Emergency housing and homeless prevention services		14,000
STAND! Against D.V.	Domestic Violence Emergency Shelter	8,500	
TOTAL \$112,500 -		\$ 14,500	\$ 98,000

The City continues to participate in the Contra Costa County Homeless Continuum of Care (called the Contra Costa Interagency Council on Homelessness (CCICH)). The City of Antioch Housing program staff person attends meetings and is well acquainted with the issues of homelessness, and both the CDBG and Housing staff sat on the review panel for the McKinney-Vento funding process in the past year. Through this entity, Antioch will continue to work with the nonprofit community, interfaith community, advocacy groups, community service organizations, business organizations, and other relevant community groups to implement key strategies identified in Continuum of Care Ten Year Plan to End Homelessness.

The Continuum Plan includes priorities to address three types of homeless populations; the chronically homeless, those discharged into homelessness, and the transitionally (or episodic) homeless. The Plan includes programs and projects to increase income and employment opportunities for homeless households, expand needed support services and programs to prevent homelessness, and increase availability of housing affordable to extremely low-income households and homeless persons. All of these issues are addressed in Antioch's Action Plan for 2011-12 and are listed in **Table 2** except the economic development training, which is provided to both homeless and non-homeless clients by Opportunity Junction (*see Appendix A*).

The City also partnered with SHELTER, Inc. and the cities of Antioch, Pittsburg and Walnut Creek two years ago to apply to the State of California Department of Housing and Community Development (HCD) Homeless Prevention and Rapid Re-Housing Program (HPRP) funds. The cities were successful in obtaining \$1.4 million. This was added to the Urban County allocation of \$1,421,551 and Richmond's allocation of \$559,735 for a total of \$3,381,286. Funding will be exhausted and this program is expected to end in the first half of 2011-12.

SPECIAL NEEDS POPULATIONS

Antioch will also address the housing and services special needs of the non-homeless, for example the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addiction, persons with HIV/AIDS and their families, and public housing residents. The City will invest \$57,500 to assist these populations with various public services, as seen in **Table 3**.

It should also be noted that the City approved \$300,000 in ADA funding in late 2011 and \$1.9 million in Neighborhood Stabilization funding in 2010 to construct 85 units of affordable senior housing, to be completed in 2013. The City is also in negotiation with a second developer of senior housing to construct an additional 43 affordable units with a possible investment of \$2 million in ADA funds in 2011-12, included in Table 3 below.

Table 3 Special Needs Population Funding for FY 2011-12			
Agency	Brief Project Description	CDBG \$	ADA \$
The Bedford Center	Adult day health care program (seniors/disabled)	\$ 9,000	
City of Antioch Senior Center	Operational support for senior center	\$ 11,250	
City of Antioch Senior Center	Senior Nutrition Program	\$ 11,250	
CC Senior Legal Services	Free legal services for the elderly	\$ 5,000	
EAH	Construction of 43 units of affordable senior housing		\$2,000,000
Lions Center	Independent living Skills for the visually impaired	\$ 5,000	
Ombudsman Services	Advocacy & complaint resolution services to seniors and disabled adults in care facilities	\$ 5,000	
Senior Outreach Services	Meals on Wheels to seniors, disabled adults & HIV	\$ 6,000	
Senior Outreach Services	Care Management for seniors	\$ 5,000	
	TOTAL	\$ 57,500	\$2,000,000

VIII. OTHER ACTIONS TO:

ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

Emergency Shelters and Supportive and Transitional Housing – In compliance with SB 2 and in accordance with the City's Housing Element 3.1.5, the City will analyze and revise the existing Zoning Code to allow for emergency shelters, and transitional and supportive housing for homeless individuals and families. These actions shall include a zoning overlay district in which emergency shelters can be located without discretionary approvals; ensuring the provisions of the Housing Accountability Act which prohibit the denial of emergency shelters and transitional and supportive housing via discretionary approvals if it is consistent with adopted regulatory standards; evaluate development standards and regulatory provisions to ensure that standards encourage rather than discourage development; ensure emergency shelters are only subject to the same development and management standards that apply to other allowed uses within the identified zone; and amend the Zoning Code to allow transitional/supportive housing as a residential use, subject only to those requirements of other residential uses in the same zone.

Incentives for Special Needs Housing – The City will continue to provide incentives in the City's Zoning Code, Housing Element (3.1.3) and residential growth management program for the development of specialized housing for persons with disabilities. The City's incentives include: exemption of units intended for persons with disabilities pursuant to ordinance 995-C-S, waiving development standards for ADA retrofit projects, and not requiring additional conditions for development or conditions for operation of this special needs housing. In addition, the City shall continue to provide reasonable accommodations to encourage the development of specialized housing for persons with disabilities.

Senior Housing – The City will continue to implement the Senior Housing Overlay District. Through density bonus options and other incentives, this district allows higher densities and more flexible design standards, reflecting the unique needs of an elderly population, providing more affordable units to the growing number of senior citizens who live on a small, fixed income. Additional bonuses will be granted for projects including very low- and low-income seniors. These overlay district areas are located close to services specific to senior citizen need. Such districts have parking requirements of 0.75 parking spaces per dwelling unit.

In 2011-12 the City is working with two affordable housing developers to construct new affordable senior housing projects that is expected to result in 128 units of new affordable housing. Satellite Housing, Inc. – Tabora Gardens Senior Housing will provide **85 units for seniors** within the high priority Neighborhood Stabilization Program (NSP) target area. Council approved \$1.9 million of NSP funding in April 2010, and \$300,000 in ADA funding in May 2011. The estimated total cost of this development is \$25 million. Development is expected to be complete in 2013.

The second project is a 43 unit senior housing project to be located on Worrell Road, developed by Ecumenical Affordable Housing (EAH) on Worrell Road. This proposal does not qualify for NSP funding. The developer has requested \$2 million in ADA housing set-aside funding to assist with the purchase of the site and other project-related costs. The estimated total cost for development is \$17 million. This project will be taken to Council for ADA funding approval in 2011-12.

Farmworker and Employee Housing – To encourage and facilitate development of housing for farmworkers, the City of Antioch does not restrict the development of farmworker housing in any zone that permits residential development of this type (i.e., multi-family or single-family). To clarify and provide explicit zoning provisions for farmworker and employee housing in accordance with CA Health and Safety Code, the Zoning Code shall be amended in FY 2011-12 to include a variety of conditions detailed in *Housing Element 3.1.6*.

FOSTER AND MAINTAIN AFFORDABLE HOUSING

See efforts described in next section "Addressing Barriers to Affordable Housing."

Single Family Housing Rehabilitation Loans and Grants - The City's Housing Rehabilitation Loan and Grant Program will continue to maintain affordable housing. In 2011-12 the City has allocated \$500,000 in new and carry-over ADA funding for this purpose and anticipates up to 13 loans and grants will be made to lower income households.

Multi-family Housing Rehabilitation - The City's Rental Rehabilitation Program supports the maintenance of affordable housing through an allocation of \$250,000 in new and carry-over ADA funds for rehabilitation of multi-family housing stock, and anticipates up to 50 units may be rehabilitated to benefit lower income renters.

Mobile Home Rent Subsidy for Seniors - The City provides rental subsidies for extremely low income seniors residing in Vista Diablo Mobile Home Park, to enable them to continue living in place in their homes. In 2011-12 the City has allocated \$110,000 in ADA funds to benefit 115 lower income households.

Fair Housing and Equal Opportunity - The City continues to require housing development sponsors to provide housing on an equal opportunity basis without regard to race, religion, disability, sex, sexual orientation, marital status, or national origin. In 2011-12, the City will continue to promote fair housing and equal housing opportunity and will invest \$30,000 in ADA funds to conduct fair housing, and tenant/landlord public services, and \$47,000 to conduct foreclosure prevention and other activities in both English and Spanish.

ADDRESS BARRIERS TO AFFORDABLE HOUSING

CONVERSION OF AT-RISK AFFORDABLE HOUSING PROJECTS TO MARKET RATE

At-Risk Projects - Affordable multi-family rental projects are income restricted for a set period of time, depending on the source of funding. When the time period expires, the units become at-risk of converting from income-restricted to market-rate, thus decreasing the supply of affordable housing for renters.

The City has identified 251 multi-family rental units at-risk of converting from income-restricted to market-rate during the planning period. **To preserve affordability, the City shall proactively meet with the property owners and identify funding sources and other incentives to continue income restrictions.** The City shall develop strategies to quickly act should the property owners decide not to continue income restrictions. The strategy may include identifying potential funding sources and organizations and agencies to purchase the property. The City will also ensure that proper noticing requirements are followed and tenant education is conducted. *Housing Element 1.1.1*

CONVERSION OF RENTAL UNITS TO CONDOMINIUMS

Converting rental units to condominiums reduces the stock of affordable housing, especially units for larger families that are already in short supply throughout the County. The City will continue to implement the condominium conversion ordinance, which establishes guidelines on the conversion of rental units to owner-occupied units. As part of the review of proposed conversions, require developers to maintain rental units for households with special needs, such as persons with disabilities, and to provide moving assistance for persons displaced by condominium conversions. *Housing Element 1.1.7*

AFFORDABILITY OF REPAIRS FOR LOWER INCOME HOMEOWNERS

Lower income, senior, and handicapped homeowners often struggle to be able to afford much-needed repairs or disability accommodation improvements for their homes. The City of Antioch will continue to contribute

funds for and to promote, the Neighborhood Preservation Program administered by Contra Costa County. The Program provides zero and low-interest loans and some grants to low and moderate income households for housing rehabilitation. **In 2011-12, the City will make available \$500,000 in ADA funds for this purpose.** *Housing Element 1.1.2*

AFFORDABILITY OF REPAIRS FOR OWNERS OF RENT-RESTRICTED HOUSING

The City shall continue to provide financial assistance to owners of rental property to rehabilitate substandard units to enable such units to remain affordable following rehabilitation. The City will continue to promote and provide funds for the Rental Rehabilitation Program administered by the Housing Authority of Contra Costa County. The program provides low-interest loans to property owners for rehabilitation of rental units. The use of these funds will ensure that rental properties will not deteriorate and still will remain affordable. **In FY 2011-12 the City will provide \$185,000 in ADA funds for this purpose.** *Housing Element 1.1.4*

AFFORDABILITY OF OWNERSHIP FOR FIRST TIME HOMEBUYERS

Lower income households are sometimes unprepared to become homeowners, and lack sufficient resources to provide the required down payment. The City provides down payment assistance, homebuyer counseling and closing cost assistance for qualified low and moderate income households purchasing their first home. Program provides loans up to \$30,000 with interest terms depending on the length of the loan. **The City will make available \$300,000 for this purpose in FY 2011-12.** *Housing Element 2.2.2*

SUSTAINABILITY OF HOMEOWNERSHIP

In this current economic and housing crisis, a significant number of Antioch residents have lost or are in danger of losing their homes due to foreclosure. The City shall continue and expand partnerships between various governmental, public service and private agencies and advocacy organizations to provide ongoing foreclosure counseling services, workshops and written materials to aid in the prevention of foreclosures. **In 2011-12 the City will provide \$47,000 in funding for the Contra Costa County Home Equity Preservation Alliance (HEPA) to provide foreclosure counseling and resources.** *Housing Element 1.1.10*

The City will also continue to implement programs and activities in accordance with the City's adopted Neighborhood Stabilization Plan (NSP). The City was awarded over \$4 million in federal NSP funds. The programs include purchase and rehabilitation of abandoned and foreclosed homes (initially ten homes, additional homes if revenue from initial sales is available quickly; self-help rehabilitation (initially four homes, additional homes if revenue from initial sales is available quickly); construction of multi-family housing for seniors; and NSP program planning and administration.

DETERIORATED INFRASTRUCTURE IN LOWER INCOME AREAS

The City has significant deterioration of sidewalks, roadways, and access to sidewalks throughout the lower income areas, which impact both the quality of life and value of housing in these areas. The City will continue to utilize available federal, state and local housing funds for infrastructure improvement that support housing for Antioch's extremely low-, very low-, and low-income households, as well as large, and farm-worker households. The City uses CDBG funds for street improvements and handicapped barrier removal within low-income census tracts/block groups. The City also offers sidewalk improvement grants to qualified low-income residents utilizing CDBG funds. The City will ensure that the Capital Improvement Program includes projects needed to correct existing infrastructure deficiencies to help finance and facilitate

the development of housing for special needs groups. This will ensure that the condition of infrastructure does not preclude lower-income housing development. **In 2011-12 the City will utilize \$87,500 in CDBG funds for Sidewalk and Handicap Repairs, and \$264,169 for Roadway Rehabilitation and Ramps in Lower Income Areas.** *Housing Element 1.1.6*

SHRINKING RESOURCES

Redevelopment Agency Resources - Federal, State and local agencies provide a wide variety of resources to help support the construction, acquisition, preservation and rehabilitation of housing units for lower-income households in Antioch. Many of these resources are made available to local owners and developers of affordable housing through City and County programs and services. The availability of funding through these programs is typically based on competition for the funds that are available and any one project may need to draw upon resources from a range of sources to be financially feasible. The City's Redevelopment Agency, known as the Antioch Development Agency (ADA) generates funds that support the City's housing initiatives. The ADA set-aside funds subsidize the construction and rehabilitation of affordable housing and support housing related programs. **In 2011-12 the City will continue to provide \$890,000 in ADA funds to provide rehabilitation loans to single family, mobile home and multi-family properties, provide first-time homebuyer counseling and loans, free foreclosure counseling and emergency housing assistance.**

However, there is a possibility that the State will continue to drain Redevelopment Agency funds, including possibly the Housing Set-Aside funds, to help balance the State's budget. This situation will be monitored closely in the coming grant cycle.

CITY PLANNING PROCESSES AND COSTS

City Planning Department - The City is helping to reduce the costs it can control by reducing the levels of discretionary review and/or public hearing requirements. This reduces application costs, but also the time necessary to process projects which most often also reduces costs. The City also offers a pre-application process at no charge to provide early feedback on project feasibility. **In 2011-12, will continue this policy even in the face of significant staffing reductions caused by budgetary constraints.**

City Ordinances and Planning Elements - Stringent regulations, processing fees and lengthy procedures can potentially deter the development of affordable housing. **In December 2010, the City received final certification of the City's Housing Element from State HCD.** Currently staff is working with a consulting firm to create an implementation strategy and amendments to the zoning code that will eliminate many of the barriers to affordable housing.

CONSTRAINTS BEYOND CITY CONTROL

Barriers Beyond City Control - Other barriers to affordable housing that developers/non-profits may experience still remain, and these are outside of the City's control. Some of these include:

- Land Costs in the San Francisco Bay Area of California
- Pre-Development costs of pre-development fees (architects, engineers, survey, etc.),
- Construction costs
- Availability of Financing
- Bay Area housing crisis
- Costs of impact fees to other local, regional agencies and special districts.

EVALUATE AND REDUCE LEAD-BASED PAINT HAZARDS

The City has developed a Lead Based Paint Implementation Plan (LBP Plan) that describes the actions to be taken, and the responsibility, for compliance with the new lead-based paint abatement regulations (24 CFR 35 and Title X of the Housing and Community Development Act of 1992) under each of its existing affordable housing programs. In particular, any homes constructed prior to 1978 that are assisted through the City's Neighborhood Preservation Program and Rental Rehabilitation Program will be in compliance with lead-based paint abatement requirements.

The Consortium is in the process of more clearly defining the nature and magnitude of the health and safety problems associated with the presence of lead-based paint in the older housing stock of the Consortium area. As a Consortium member, the City will participate in any joint efforts to address the new federal lead-based paint regulations throughout the County.

REDUCE THE NUMBER OF PERSONS BELOW THE POVERTY LINE

The City will continue to fund public (social) service agencies that provide a variety of services focused on helping residents who are at risk of becoming homeless. These services include the provision of food, clothing, emergency shelter, and crisis counseling.

The City will also fund economic development programs to assist low-income individuals in establishing new businesses. In FY 11-12, the City will provide continued economic development funding for the following three programs:

- Contra Costa Childcare Council's Road to Success - This program offers technical assistance, training and general support leading to the State licensing of Antioch family child care providers. Providing childcare as a business in one's residence, be it a house or an apartment, is an ideal job for parents who have one or more pre-school aged children at home and need additional income.
- Antioch Chamber Community Foundation - Program targets existing businesses that are struggling and new startups. The program targets Antioch residents and other entrepreneurs (all of whom are low-income) and help to facilitate the development of a business plan and key components of a marketing plan, financial analysis, and ongoing consulting in business management. The training is a 13 week course offered in both Spanish and English.
- Opportunity Junction (formerly OPTIC) Job Training and Placement - Program provides comprehensive information technology and life-skills training for clients and follow-up services for Antioch residents. Ten unemployed, low-income, hard-to-serve persons will have access to new jobs through training and job placement in the administrative and office technology fields. Opportunity Junction has partnered with WW Ministries, Inc., to provide their clients with business attire for job interviews to enhance self-esteem and improve chances for employment.

DEVELOP INSTITUTIONAL STRUCTURE

Antioch will take the following actions next year to address obstacles to develop institutional structure:

Participation In The Contra Costa Home/CDBG Consortium

Each year Consortium members coordinate all CDBG activities that occur within Contra Costa County. Jurisdictions cooperate to develop and utilize a joint grant application, quarterly and year-end report form,

monitoring report form, common contract language and engage in quarterly meetings to discuss common issues. Consortium members also conduct joint monitoring and share monitoring results, and share the burdens of Davis Bacon monitoring and environmental reviews on jointly funded public facility grants. The Consortium is a model of intergovernmental cooperation and coordination, and the many efforts it has made to streamline the process for nonprofit agencies are widely appreciated. In 2011-12, the Consortium expects to continue refining and enhancing its web-based reporting system for use by the agencies and jurisdictions alike. The Monitoring database, plan and schedule, forms, letters, and completed monitoring results will all be accessible through City Data Services (CDS) in the coming year.

Next year will also bring the start of the grant process for 2012-14. Consortium members will revise and enhance the grant application and conduct the unified grant process. This process includes a single Grant Cycle Kickoff event, online single application for all jurisdictions, and a single Subrecipient Orientation meeting before contracts are drawn.

Participation in the Homeless Continuum Of Care

The City shall continue its active participation in the Homeless Continuum of Care, which brings together political leadership throughout the County, nonprofit service providers, homeless and disabled persons, managers of County programs that affect homeless persons such as the departments of Mental Health, Public Health, Homelessness, and Alcohol and Other Drugs, Police Departments, jurisdictional staff, and other interested persons and agencies.

COORDINATE HOUSING DEVELOPMENT AND TRANSPORTATION

Coordination of regional transportation issues involves several agencies, including Contra Costa Transportation Authority (CCTA), the California Dept. of Transportation (Caltrans) and the Metropolitan Transportation Commission (MTC), and other agencies. The City of Concord works with other central county jurisdictions through the Transportation Partnership and Cooperation Committee (TRANSPAC). The local Congestion Management Program requires each jurisdiction to identify existing and future transportation facilities that would operate below an acceptable service level and provide mitigation where future growth would degrade that service level. The City's General Plan has a number of policies to coordinate transportation improvements with new development.

In 2011-12, construction will continue on the East Contra Costa County eBART extension as a part of the Highway 4 widening project. eBART is a new type of train for BART, smaller and 60% less expensive than a regular BART train. Antioch residents and others will board a train at Hillcrest Avenue and be at the Pittsburg/Bay Point BART station in 10 minutes. They will operate on the 20-hour BART schedule and be timed to meet BART trains at Pittsburg/Bay Point. eBART is scheduled to be in service in 2015.

ENHANCE COORDINATION BETWEEN HOUSING AND SERVICES AGENCIES

In addition to groups and collaborations already mentioned in this report, the City of Antioch supports the East Bay Housing Organization (comprised of area housing and service providers), participates in sponsoring an advertisement with other Consortium members in the Affordable Housing Week publication, and has a representative serving in the Homeless Continuum of Care structure. Consortium jurisdictions work on strategies and actions designed to overcome identified impediments and eliminate problems of housing discrimination in Contra Costa, and the Contra Costa Interagency Council on Homelessness (CCICH) works with local jurisdictions, public and private agencies, the interfaith community, homeless advocacy groups and other community organizations to implement the Continuum of Care Plan to alleviate homelessness.

PUBLIC HOUSING

There are no public housing units within the incorporated limits of Antioch. In addition, the Housing Authority of Contra Costa County is not classified as “troubled” by HUD, nor is it considered to be performing poorly.

The Housing Authorities of Contra Costa County, Pittsburg and Richmond were consulted during the Consortium Consolidated Plan process. The City of Antioch continues to support the five-year strategy of the Housing Authority of Contra Costa County including its goal to increase resident involvement and expansion of home ownership opportunities for its residents.

In the past several years the City of Antioch has received numerous concerns from the public about residents receiving Section 8 assistance who were not maintaining their property. Eight open public forums were held in fiscal years 2006-2007, 2007-2008 and 2008-2009 to address citizen concerns, and involved City Council, Police, Code Enforcement and CDBG representation. The City has established an online form to report comments concerning the City’s state and has posted the results of the forums on the website: <http://www.ci.antioch.ca.us/Community/Quality-of-life.htm>.

IX. CDBG PROGRAM SPECIFIC REQUIREMENTS

The City expects to receive about \$40,000 in program income in FY 2011-12. All of this program income was from the Housing Revolving Loan Fund and returned to that fund. None of this amount was allocated during the grant process; however, it was utilized for the purposes of calculations.

City has received \$41,434.50 (as of 4/27/11) in program income for 2010-11. It is estimated that by the end of FY 2010-11, approximately \$500-\$1,000 in grant funds returned to the line of credit will remain, for which there is no present planned purpose.

The City has no float-funded activities, Section 108 loan guarantees, or surplus urban renewal settlement funds. The City has no Urgent Need activities.

Antioch estimates that approximately 92% of the CDBG funds allocated for FY 2010-11 will be used for activities that benefit persons of low- and moderate income.

X. OTHER NARRATIVES

ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

The Contra Costa Consortium commissioned the development of an updated Analysis of Impediments to Fair Housing Choice (AI) in 2009, in concert with the new Consolidated Plan for 2010-15. The AI was adopted by the City Council in May 2010. Following are all identified impediments and actions to be undertaken in the coming year.

Affordable Housing

1. Lack of sufficient affordable housing supply.

1.1. Action: Provide assistance to preserve existing affordable housing and to create new affordable housing. Assistance will be provided through the Consolidated Plan programs of the Consortium member jurisdictions. These include CDBG, HOME, and HOPWA.

1.1.a. Action in FY 2011-12: Preserve affordable housing - The City has reserved \$85,000 in RDA Housing Set-Aside funds to assist in rehabilitating multi-family housing stock. Interest has been weak the past few years due to the present economy; however the program has two applications being processed for which the work would be accomplished next year, one of which is for an apartment complex with 148 units.

1.1.b. Action in FY 2011-12: Preserve affordable housing - The City will invest \$500,000 in RDA funds to rehabilitate lower income homeownership properties. This is expected to result in 12-15 loans to lower income homeowners, largely seniors and disabled persons.

1.1.c. Action in FY 2011-12: Create new affordable housing - The City will coordinate with the Urban County all potential housing projects that may be funded for next year with HOME, Mental Health Services Act (MHSA), and HOPWA monies. Additionally, the City is working on a senior housing project that may provide 85 units of new special needs housing in the next year or two.

1.1.d. The City continues to require housing development sponsors to provide housing on an equal opportunity basis without regard to race, religion, disability, sex, sexual orientation, marital status, or national origin.

1.2. Action: Offer regulatory relief and incentives for the development of affordable housing. Such relief includes that offered under state "density bonus" provisions.

1.2.a. Action in FY 2011-12: The City's Housing Element provides additional development incentives for the Rivertown Focus Area that include: higher than minimum required density bonuses; modified development standards to permit residential development within mixed-use projects at higher densities; modified parking standards; fast track processing; and growth management program incentives (*Housing Element 2.5.1*)

1.3. Action: Assure the availability of adequate sites for the development of affordable housing.

1.3.a. Action in FY 2011-12: The City, in Housing Element 2.1.2, promotes ensuring an adequate supply of housing sites to achieve the development of affordable housing and identifying potential sites for reuse or rezoning to facilitate such development. The City has a remaining lower-income growth need of 1,784 dwelling units and will rezone a minimum of 59.47 acres to permit by-right single and multi-family, rental and ownership residential development. Candidate sites identified for rezoning are listed in Table B4 of the Housing Element.

2. Concentration of affordable housing.

2.1. Action: Housing Authorities within the County (Contra Costa County, Richmond and Pittsburg) will be encouraged to promote wide acceptance of Housing Choice Vouchers, and will monitor the use of Housing Choice Vouchers to avoid geographic concentration. **Staff comment:** Does not apply to the City of Antioch. While the City has no jurisdiction over the above Housing Authorities, the City's Housing program receives many calls from persons seeking assistance, and provides information and referral services to the housing authorities.

2.2. Action: Consortium member jurisdictions will collaborate to expand affordable housing opportunities in communities in which they are currently limited.

2.2.a. Action in FY 2011-12: The City will continue to coordinate and collaborate with the Contra Costa HOME Consortium on affordable housing opportunities by meeting at least quarterly to review HOME and HOPWA applications and to discuss emerging proposals for potential affordable housing projects countywide.

2.3. Action: A higher priority for the allocation of financial and administrative resources may be given to projects and programs which expand affordable housing opportunities in communities in which they are currently limited.

2.3.a. Action in FY 2011-12: The City will continue with Housing Element Policy 5.1.1-Maintain a Streamlined, Affordable Application Process, as well as continue efforts to eliminate any unnecessary delays and restrictions in the processing of development applications, consistent with maintaining the ability to adequately review proposed projects. The City will review development review procedures and fee requirements on an annual basis. If the City finds development review procedures or fees unduly impact the cost or supply of housing, the City will make appropriate revisions to ensure the mitigation of these identified impacts.

2.4. Action: Member jurisdictions will report on the location of new affordable housing in relation to the location of existing affordable housing and areas of low-income, poverty and minority concentration.

2.4.a. Action in FY 2011-12: The City will comply and report on this action in the 11-12 CAPER.

Mortgage Lending

3. Differential origination rates based on race, ethnicity and location.

3.1. Action: Member jurisdictions will periodically monitor HMDA data and report significant trends in mortgage lending by race, ethnicity and location.

3.1.a. Action in FY 2011-12: The Contra Costa Consortium will monitor HMDA data at least annually. Significant trends as mentioned will be reported in the 2011-12 CAPER.

3.2. Action: When selecting lending institutions for contracts and participation in local programs, member jurisdictions may prefer those with a CRA rating of "Outstanding." Member jurisdictions may exclude those with a rating of "Needs to Improve," or "Substantial Noncompliance." (According to the most recent examination period published by the Federal Financial Institutions Examination Council (FFIEC).) In addition, member jurisdictions may review an individual institutions most recent HMDA reporting. (As most recently published by the FFIEC.)

3.2.a. Action in FY 2011-12: The City will take this under advisement and report any actions in the 2010-11 CAPER.

4. Lack of knowledge about the requirements of mortgage lenders and the mortgage lending/home purchase process, particularly among lower income and minority households.

4.1. Action: Member jurisdictions will support pre-purchase counseling and home buyer education programs.

4.1.a. Action in FY 2011-12: The City will conduct monthly 8-hour long First Time Home Buyer classes to provide pre-purchase information and homebuyer education to those interested in purchasing their first home. These efforts are funded with RDA funds. Potential buyers must complete the course in order to be eligible for the program. Eligible buyers through NSP must complete the same course as given by a HUD-certified counseling agency in order to qualify.

4.2. Action: Member jurisdictions will support home purchase programs targeted to lower income (low and very low), immigrant, and minority households. Minority households include Hispanic households.

4.2.a. Action in FY 2011-12: The City will promote its First Time Home Buyer Program through its website, and with the assistance of the HEPA Alliance, utilizing Spanish speaking staff, as well as through the First Time Home Buyer classes.

4.3. Action: Member jurisdictions will encourage mortgage lenders to actively market their “prime” loan products to lower income (low and very low), immigrant, and minority households. Minority households include Hispanic households.

4.3.a. Action in FY 2011-12: The City will contract with First Home Inc. to administer the City’s First Time Home Buyer Program in coordination with the City’s Housing Program. The Program requires that homebuyers receive a 30-year fixed mortgage product and loan applications are reviewed to confirm the homebuyer is receiving a competitive rate and reasonable closing costs.

5. Lower mortgage approval rates in areas of minority concentration and low-income concentration.

5.1. Action: Member jurisdictions will support home purchase programs targeted to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.

5.1.a. Action in FY 2011-12: The City Housing program will consider this action in the coming year.

5.2. Action: Member jurisdictions will encourage mortgage lenders to actively market their “prime” loan products to households who wish to purchase homes in Census Tracts with loan origination rates under 50 percent according to the most recently published HMDA data.

5.2.a. Action in FY 2011-12: The City Housing program will encourage lenders to market prime loan products equally throughout the City/County, including those areas where lending rates have historically been lower.

Fair Housing Education and Enforcement

6. Lack of knowledge of fair housing rights.

6.1. Action: Support efforts to educate tenants, and owners and agents of rental properties regarding their fair housing rights and responsibilities.

6.1.a. Action in FY 2011-12: The City will contract with Housing Rights to provide tenant/landlord counseling and education on a variety of subjects, including pest control, to multifamily and rental property tenants, owners and agents.

7. Discrimination in rental housing.

7.1. Action: Support efforts to enforce fair housing rights and to provide redress to persons who have been discriminated against.

7.1.a Action in FY 2011-12: The City will contract with Housing Rights to assist residents who have experienced discrimination based on race, religion, sexual orientation, family status or disabilities, in rental housing through counseling and including investing and testing of possible housing discrimination. Housing Rights promotes fair housing laws and landlord/tenant laws through mediation, counseling and advocacy.

7.2. Action: Support efforts to increase the awareness of discrimination against persons based on sexual orientation.

7.2.a Action in FY 2011-12: The City will work with Housing Rights to identify sexual orientation discrimination. If found to be a potential problem in Antioch, Housing Rights will provide specific training in this area to multifamily tenants, landlords, owners and agents. Housing Rights will assist residents who have experienced discrimination on sexual orientation.

8. Failure to provide reasonable accommodation to persons with disabilities.

8.1. Action: Support efforts to educate tenants, and owners and agents of rental properties regarding the right of persons with disabilities to reasonable accommodation.

8.1.a Action in FY 2011-12: The City contracts with Housing Rights, Inc. to promote fair housing assistance and tenant/landlord counseling to provide reasonable accommodation to persons with disabilities.

8.2. Action: Support efforts to enforce the right of persons with disabilities to reasonable accommodation and to provide redress to persons with disabilities who have been refused reasonable accommodation.

8.2.a Action in FY 2011-12: See 8.1

9. Lack of information on the nature and basis of housing discrimination.

9.1. Action: Monitor the incidence of housing discrimination complaints and report trends annually in the CAPER.

9.1.a Action in FY 2011-12: The City will so do.

9.2. Action: Improve the consistency in reporting of housing discrimination complaints. All agencies that provide this information should do so in the same format with the same level of detail. Information should be available by the quarter year.

9.2.a Action in FY 2011-12: The City funds the work of the HEPA Alliance of Fair Housing Providers (\$47,000 RDA), of which Housing Rights is a key member, to develop a consistent and thorough quarterly report in the coming year.

9.3. Action: Improve collection and reporting information on discrimination based on sexual orientation and failure to provide reasonable accommodation to persons with disabilities.

9.3.a Action in FY 2011-12: The City's Housing program will continue to coordinate with Housing Rights through quarterly reporting in monitoring trends and incidents of housing discrimination.

Government Barriers

10. Lack of formal policies and procedures regarding reasonable accommodation.

10.1. Action: Jurisdictions which have not done so will adopt formal policies and procedures for persons with disabilities to request reasonable accommodations to local planning and development standards.

10.1.a Action in FY 2011-12: The City of Antioch has completed this Action. *Housing Element 3.1.3*, pursuant to the federal Fair Housing Amendments Act of 1988, the Americans with Disabilities Act, and the California Fair Employment and Housing Act, provides people with disabilities, reasonable

accommodation as necessary to ensure equal access to housing and a process for individuals with disabilities to make requests for reasonable accommodation in regard to relief from the zoning rules, policies, practices and/or procedures of the City.

11. Transitional and supportive housing is not treated as a residential use subject only to those restrictions that apply to other residential uses of the same type in the same zone, and is not explicitly permitted in the zoning code.

11.1. Action: Jurisdictions which have not done so will amend their zoning codes to treat transitional and supportive housing types as a residential use subject only to those restrictions that apply to other residential uses of the same type in the same zone, and to explicitly permit both transitional and supportive housing types in the zoning code.

11.1.a Action in FY 2011-12: The City of Antioch will address this action in the coming year, as expressed in Housing Element 3.1.5.

12. IMPEDIMENT: Permanent emergency shelter is not permitted by right in at least one appropriate zoning district.

12.1. Action: Jurisdictions which have not done so will amend their zoning codes to permit transitional and supportive housing by right in at least one residential zoning district.

12.1.a Action in FY 2011-12 : The City of Antioch will address this action in the coming year, as expressed in Housing Element 3.1.5.

FAIR HOUSING & TENANT LANDLORD SERVICES

Provision of effective, culturally and linguistically appropriate fair housing counseling services and activities and tenant/landlord counseling services is a priority of the City of Antioch. These services are funded with Antioch Development Agency (ADA) Redevelopment Housing Set-Aside funds (a permitted use of such funding). CDBG staff works closely with Housing staff to gather necessary statistics for reporting to HUD and ensure compliance with HUD fair housing requirements. Consortium members also recently updated the "Analysis of Impediments to Fair Housing" in conjunction with the 2010-15 Consolidated Plan, adopted by City Council in May of 2010.

In 2011-12, the City will invest \$10,000 in Fair Housing services and \$20,000 in Tenant/Landlord services with Housing Rights. Fair Housing services will be provided to 24 persons, and includes Federal fair housing law information, counseling, investigation, mediation and educational training services. Tenant/Landlord services will be provided to 240 persons to prevent evictions by educating the public and callers as to their housing rights and responsibilities, to resolve conflicts between residents and their landlords and helping callers to get and keep their homes by enabling them to exercise their housing rights. Other services provided are mortgage default counseling, and eviction defense.

The City also provides \$47,000 in additional funding to help homeowners avoid foreclosure through the Contra Costa County Home Equity Preservation Alliance (HEPA). This collaboration includes such agencies as Bay Area Legal Aid, Housing Rights, Pacific Community Services, and Housing and Economic Rights Advocates. This collaboration will provide foreclosure counseling and case management (including legal advice and representation), foreclosure clinics and referrals, and foreclosure and predatory lending education to at least 45 Antioch residents.

All services and outreach materials of the above agencies are available in Spanish to reach populations with limited English proficiency.

LANGUAGE ASSISTANCE PLAN (LAP)

In order to better serve Antioch limited-English proficient (LEP) residents, the City of Antioch has developed a Language Assistance Plan (LAP). The implementation of the LAP is consistent with the U.S. Department of Housing and Urban Development's (HUD) Final Guidance (Federal Register/ Vol. 72, No. 13, January 22, 2007) and Executive Order 13166 (August 11, 2000) to ensure that programs receiving federal financial assistance provide meaningful access to LEP persons. Failure to ensure that LEP persons can effectively participate in, or benefit from federally assisted programs may violate Title VI of the Civil Rights Act of 1964 that prohibits discrimination based on national origin.

Implementation of the LAP will enable Antioch to better serve its beneficiaries by ensuring access to language assistance for its various housing and community development programs funded with federal funds. Although Antioch may have limited resources at a given time, the LAP ensures that access to language assistance for LEP residents will be provided in some form.

The City's **Citizen Participation Plan, Language Assistance Plan and Residential Anti-displacement and Relocation Assistance Plan** is attached as **Exhibit E** to this report.

MONITORING PLAN

The City of Antioch and Contra Costa Consortium recognize the vital importance of monitoring as a tool to ensure that federal resources are spent effectively and efficiently, so as to reduce waste, fraud and abuse. Effective monitoring not only helps ensure that subrecipients comply with regulations and achieve their performance objectives on time and within budget, but it also helps the Consortium provide needed technical assistance to improve nonprofit operations and recordkeeping, recognize and celebrate great programs and practices, and encourage peer support and mentoring within the nonprofit community as we share best practices.

The Contra Costa Consortium has developed a comprehensive Monitoring Plan, outlined below. Consortium members view monitoring as an ongoing process that begins with the initial application for funding and continues sometimes well after the period of the award. Chief components of the Consortium Monitoring Plan are the following:

1. **Continuous communication** with executive, program, and finance staff throughout the life of the award.
2. **Thorough review of the funding application** to determine the qualification status of each applicant. This includes: qualifying all projects for compliance with the National Objective and eligibility for funding classification as per HUD regulations; reviewing required documentation that demonstrates a) Federal Non-profit status; b) registered Corporation status; c) Bylaws and Articles of Incorporation; d) fiscal responsibility as demonstrated in the applicant's most recent financial audit and in any single audits that may be required. An applicant whose application is missing any of the items stated above is requested to supply the missing information. If the applicant is unable to do so or does not have the requested documentation, their application is incomplete and ineligible for this funding period.
3. **Ensuring consistency with the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, Housing Element, and City Council direction** prior to funding consideration for all applications.
4. **Meeting with project sponsors prior to funding recommendations.** Staff and a City Council Sub Committee meet to discuss the project, implementation process, funding, and federal requirements so as to make the best possible choices for the community.

5. **Mandatory Subrecipient Workshop** for new and current CDBG grant subrecipients prior to subrecipient agreements and the beginning of the program year to review agreements, applicable regulations, compliance issues, and to provide technical assistance.
6. **Performance Outcome Measurement System.** The Consortium has developed a Performance Outcome Measurement System framework in response to CPD Notice 03-09. Performance measurement outcome statements include a description of program components, expected outcomes, and performance measurements. Specific performance measurements are included in the contract, and progress toward meeting them is monitored and evaluated each quarter.
7. **Implementing comprehensive subrecipient agreements** that specify project objectives and outcomes; scope of work, eligible activities; performance targets, project budget; implementation time frame; data collection; nondiscrimination; timely reporting; monitoring/reporting requirements; and all applicable federal requirements. Davis Bacon requirements are included in any construction project with a value of \$2,000 or more; and any contracts over \$10,000 must comply with the provisions of HUD 4010 (2-84) and Affirmative Action Requirements of E.O. 11246, including minority and female utilization goals. In addition, all housing development funds are provided to projects in the form of a loan with applicable federal regulations and affordability and use restrictions incorporated into the loan documents and effective throughout the loan term.
8. **Conducting a Risk Analysis** of all subrecipients at the beginning of the program year. All new subrecipients are automatically monitored within the first six months of the year. All existing subrecipients are rated in each program in the following areas: a) length of time as a subrecipient; b) time since last monitoring; c) program complexity; d) level of funding; e) program performance against goals in prior year (when funding a previous subrecipient); f) agency capacity, including recent turnover of executive, finance or program manager personnel; g) audit findings, outstanding monitoring findings or citizen complaints. All subrecipients receiving a score of 6+, or receiving a mark in any of the indicators that are rated as "automatic", are scheduled for monitoring within the coming year.
9. **Establishing a Consortium Monitoring Work Plan and Schedule.** Consortium members all conduct their Risk Analyses at the beginning of the program year. At the first Consortium meeting of the year, members share and discuss their conclusions, review mutually funded agencies and programs, and establish a Monitoring Plan that identifies the programs that scored highest in the Risk Analysis and therefore need to be monitored in the coming year. Consortium members indicate if they will be the Lead or a participating jurisdiction in the monitoring, and establish a preliminary date the program is to be monitored. Leads coordinate scheduling of the visits with agencies and participating jurisdictions. Members evaluate progress toward the achieving the plan, and discuss subrecipient performance and changes to agencies that may affect capacity to deliver services at each quarterly Consortium meeting.

A database of all Consortium projects, all prior monitoring, and the current Monitoring Work Plan and Schedule is maintained in City Data Services (CDS) as of 2011. All monitoring reports and letters are input and accessed by agencies and Consortium members through CDS. Consortium members strive to monitor all subrecipients at minimum every three to four years, depending on staff resources available and the timing of the two year grant cycle, as much of the monitoring occurs on the off-year of the grant cycle.
10. **Rigorous quarterly desk monitoring prior to release of funds.** All CDBG subrecipients must submit quarterly reports which are thoroughly reviewed by staff. Quarterly reports include the number of low/mod clients, their ethnicity and income level, and significant accomplishments such as marketing efforts and affirmative marketing activity, education seminars, client outreach, follow-up or referral to other programs, and outreach to women and minority-owned businesses as appropriate. Staff also review financial indicators and evaluate financial compliance in the required

quarterly Sources and Uses reports, detailed Expense Summary Reports, and Requests for Reimbursement.

11. **Reviewing the Board of Directors meeting minutes** of all funded agencies to gain further insight into the agency's operations and challenges and to determine areas that may indicate a need for technical assistance.
12. **Use of a Monitoring Checklist.** Consortium members have developed and utilize a standardized Monitoring Checklist to help insure compliance with general administrative and financial management requirements with the CDBG program, as well as specific requirements applicable to each of the major CDBG activity areas, such as Economic Development, Public Services, Infrastructure, etc.
13. **Conducting joint Consortium monitoring through on-site field visits** to all new subrecipients, those who receive a rating of "Automatic" in the Risk Analysis, and those who receive a score of 6 or more. An on-site Monitoring starts with a notification letter and copy of the Monitoring Checklist to be used; telephone communication to answer questions and coordinate the visit; an Entrance Conference to start the visit; documentation, data acquisition and analysis as guided by the Checklist; an Exit Conference where any issues and conclusions are discussed; a follow-up Monitoring Letter sent within 30 days of the visit that either recognizes successes and closes the monitoring, or that details any observations, concerns or findings, as well as corrective actions that the subrecipient may need to take and a deadline for those actions. Once such actions are taken to the grantee's satisfaction, a letter is sent that closes the monitoring.

All monitoring of mutually funded subrecipients is coordinated with Consortium members and results are shared with all funding Consortium members. This allows the Consortium to monitor more agencies for compliance with HUD regulations for effective program delivery and use of funds, and reduces the burden on agencies that, in the past, experienced duplicate monitoring of the same program by different cities/county.

14. **Provision of well-timed technical assistance to subrecipients.** As the myriad of Federal regulations can be difficult to understand, staff is committed to ensuring that programs are carried out efficiently, effectively, and in compliance with applicable laws and regulations, and provides ample technical assistance to help nonprofits improve their performance, develop or increase capacity, and improve their technical and technological skills. Consortium members make themselves available to agencies to provide whatever technical assistance necessary to ensure program success.
15. **Consortium member resource sharing.** Finally, Consortium members provide valuable technical assistance to *each other*, sharing knowledge, insight, information, strengths, support, and years of experience in the CDBG program to help establish consistency in approach and implementation of the CDBG program throughout all of Contra Costa County, and are a stellar model of interagency collaboration.

APPENDIX A: 2011-12 ACTION PLAN PRIORITIES, OBJECTIVES, STRATEGIES, INDICATORS AND FUNDING

2011-12 Action Plan Priorities, Objectives, Strategies, Indicators and Funding
Contra Costa HOME Consortium FY 2010-15 Consolidated Plan

Agency Name, Address & Telephone Number	Project Name	Project Objective/Description	Con Plan Priority	Objective & Outcome	National Objective HUD Matrix Code/ Eligibility	TOTAL \$ Awarded in 2010-11	***ESTIMATED*** FY 2011-12 FUNDING ***ESTIMATED***								
							Goal Qty	CDBG -EN \$ Award	CDBG RLF \$ Award	CDBG PI # Award	CDBG PRIOR YR \$ Award	ADA \$ Award	ADA PRIOR YR \$ Award	Subrecipient \$ Matching	Total \$ Leverage
PRIORITY COMMUNITY DEVELOPMENT NEEDS															
CD-1 GENERAL PUBLIC SERVICES: Ensure that opportunities and services are provided to improve the quality of life and independence for lower-income persons, and ensure access to programs that promote prevention and early intervention related to a variety of social concerns, such as substance abuse, hunger, and other issues.															
Bay Area Legal Aid (BayLegal) 405 14th Street, 9th Floor Oakland, CA 94612 510-663-4755	Legal Safety Net Project	Project provides comprehensive legal services to low-income residents in the areas of domestic violence, housing, health access and public benefits. Pproject strengthens basic safety net of services for low-income residents and helps to increase their self-sufficiency.	HIGH - Legal Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 15,000	120					\$ 15,000		\$ 276,624	\$ 291,624
Child Abuse Prevention Council 2120 Diamond Blvd., Suite 120 Concord, CA 94520 925-798-0546	Post Partum Home Visitation Program	Program helps parents develop safe, stable, nurturing relationships within their families to prevent child abuse and neglect by providing culturally and linguistically appropriate in-home support (parent education & access to resources) for monolingual Spanish speaking families of newborns.	MEDIUM - Other Services	Suitable Living Environments Availability/ Accessibility	LMC-24CFR570.208(a)(2)(i)(B) 05 - 570.201(e)	\$ 4,000	10	\$ 4,000						\$ 77,502	\$ 77,502
Community Violence Solutions 2101 Van Ness Street San Pablo, CA 94806 (510) 307-4121	Sexual Assault Victim Empowerment	Project provides crisis intervention, advocacy, referral, accompaniment, follow-up, and counseling services for child & youth victims of sexual assault and sexual abuse.	MEDIUM - Other Services	Suitable Living Environments Availability/ Accessibility	LMC-PB Abused Children 24CFR570.208(a)(2)(i)(A) 05N - 570.201(e)	\$ 5,000	60	\$ 5,000						\$ 99,383	\$ 99,383
Food Bank of Contra Costa 4010 Nelson Avenue/P.O. Box 271966 Concord, CA 94520 (925) 676-7542	Collaborative Food Distribution	Operate a year-round food program which collects and distributes nutritious food to low-income households through three of its direct food distribution programs: Food for Children, Brown Bag for Seniors, and Food Assistance program.	MEDIUM - Other Services	Suitable Living Environments Availability/ Accessibility	LMC-24CFR570.208(a)(2)(i)(B) 05 - 570.201(e)	\$ 7,000	2,500	\$ 6,000						\$ 98,650	\$ 98,650
Housing Rights, Inc. P.O. Box 12895 Berkeley, CA 94712 510-548-8776 x310	Tenant/Landlord Counseling Services	Project helps prevent evictions by educating the public and callers as to their housing rights and responsibilities, to resolve conflicts between residents and their landlords and helping callers to get and keep their homes by enabling them to exercise their housing rights.	HIGH - Tenant/ Landlord Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 20,000	10 HH					\$ 20,000		\$ 28,651	\$ 48,651
STAND! Against Violent Environments 1410 Danzig Plaza Concord, CA 94524 925-603-0112	Proud Fathers Program	Program provides case management services and specialized assistance with parenting, job training, child support, child visitation issues and employment, for low-income fathers & fathers -to-be, with on-going fathers support groups held in Antioch.	MEDIUM - Other Services	Suitable Living Environments Availability/ Accessibility	LMC-24CFR570.208(a)(2)(i)(B) 05 - 570.201(e)	\$ 5,000	11	\$ 5,000						\$ 20,170	\$ 20,170
TOTAL GENERAL PUBLIC SERVICES						\$ 56,000	2,701	\$ 20,000	\$ -	\$ -	\$ -	\$ 35,000	\$ -	\$ 600,980	\$ 635,980
CD-2 SENIORS - Enhance the quality of life of senior citizens and frail elderly and enable them to maintain independence.															
The Bedford Center 1811 C Street Antioch, CA 94509 925-778-4171	Adult Day Health Care Program	Program provides scholarships to low-income senior and disabled Antioch adults so that they may attend local adult day health care programming.	HIGH - Frail Elderly	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 10,000	2	\$ 9,000						\$ -	\$ -
City of Antioch 200 H Streets Antioch, CA 94509	Senior Citizen Center	Senior Center is the socialization, recreation, information and referral center for senior services in the city. Center serves the recreation needs of it 2,700 members and is the largest community resource for personal services and referrals for all Antioch seniors.	HIGH - Senior Services	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 12,000	3,500	\$ 11,250						\$ 51,800	\$ 51,800
City of Antioch 200 H Streets Antioch, CA 94509	Senior Nutrition Program	Program provides congregate meal services prepared by a food caterer in a comfortable, congenial atmosphere. Site is consistently the largest Nutrition Sites in the county and facilitates warm meals 5 days a week to approximately 100 individuals daily.	HIGH - Senior Services	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 12,000	500	\$ 11,250						\$ -	\$ 291,624
Contra Costa Senior Legal Svcs. 4006 Macdonald Avenue Richmond, CA 94805 510-374-3980	Legal Services for the Elderly	Program provides seniors with free legal counseling, advice, representation and litigation services regarding housing, income maintenance, consumer/individual rights and other elder law issues.	HIGH - Senior Services	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 5,000	85	\$ 5,000						\$ 55,713	\$ 55,713
Ombudsman Services 1601 Sutter Street, Suite A Concord, CA 94520-2621 925-685-2070	Ombudsman Services of Contra Costa	Program provides volunteer Ombudsmen who advocate and protect the safety, welfare, and rights of elderly and severely disabled adults residing in long-term care facilities.	HIGH - Frail Elderly	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 5,000	275	\$ 5,000						\$ 14,780	\$ 14,780
Senior Outreach Services of Contra Costa County 1300 Civic Drive Walnut Creek, CA 94596 (925) 937-8311	Meals on Wheels	Program delivers hot, nutritious meals to frail, home-bound persons over age 60 who are unable to shop or cook. Seniors benefit from daily health and wellness checks from volunteer drivers and ongoing client monitoring including in-home visits by outreach workers.	HIGH - Frail Elderly	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 7,000	135	\$ 6,000						\$ 100,225	\$ 100,225
Senior Outreach Services 1300 Civic Drive Walnut Creek, CA 94596 (925)937-8311	Senior Center Care Management	Program offers older adults access to bilingual professional care management services to resolve issues affecting health and wellness, quality of life, and ability to live independently.	HIGH - Senior Services	Suitable Living Environments Availability/ Accessibility	LMC-PB-Elderly 24CFR570.208(a)(2)(i)(A) 05A - 570.201(e)	\$ 5,000	40	\$ 5,000						\$ 6,620	\$ 6,620
TOTAL SENIORS						\$ 56,000	4,537	\$ 52,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 229,138	\$ 520,762

Agency Name, Address & Telephone Number	Project Name	Project Objective/Description	Con Plan Priority	Objective & Outcome	National Objective HUD Matrix Code/ Eligibility	TOTAL \$ Awarded in 2010-11	***ESTIMATED*** FY 2011-12 FUNDING ***ESTIMATED***									
							Goal Qty	CDBG -EN \$ Award	CDBG RLF \$ Award	CDBG PI # Award	CDBG PRIOR YR \$ Award	ADA \$ Award	ADA PRIOR YR \$ Award	Subrecipient \$ Matching	Total \$ Leverage	
CD-3 YOUTH - Increase opportunities for children/youth to be healthy, succeed in school, and prepare for productive adulthood.																
Amador Institute 516 W. 10th Street Antioch, CA 94509 925 705-3472	Youth Development for Transition Aged Youth	Program provides housing to foster youth age 14-19 and comprehensive development training that is strength-based, fosters resiliency, builds knowledge of concrete life skills, develops a positive identity and self esteem while fostering community involvement. Focus is on achieving an emancipation plan for each participant allowing them to become self-sustaining, independ young adults.	HIGH - Youth Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 7,000	4					\$ 7,000		\$ 81,735	\$ 88,735	
CASA 2020 N. Broadway, Suite 204 Walnut Creek 94596 (925) 256-7284	Advocacy for Abused Children	Program provides trained volunteers who advocate for the needs of abused and neglected children who are wards of the County's Juvenile Dependency Court.	HIGH - Youth Services	Suitable Living Environments Availability/ Accessibility	LMC-PB Abused Children 24CFR570.208(a)(2)(i)(A) 05N - 570.201(e)	\$ 5,000	5	\$ 5,000						\$ 7,840	\$ 7,840	
City of Antioch 200 H Streets Antioch, CA 94509	Youth Recreational Programs	The Youth Activity Scholarship Fund enables low-income Antioch youth to participate in Leisure Services fee based recreation programs by offsetting up to 100% of the activity registration fee. These fees are charged to recover only the direct costs of the programs such as instructor/leader salary, supplies or misc. costs.	HIGH - Youth Services	Suitable Living Environments Availability/ Accessibility	LMC-24CFR570.208(a)(2)(i)(B) 05D - 570.201(e)	\$ 15,000	96	\$ 13,000						\$ -	\$ -	
TOTAL - YOUTH						\$ 27,000	105	\$ 18,000	\$ -	\$ -	\$ -	\$ 7,000		\$ 89,575	\$ 96,575	
CD-4 NON-HOMELESS SPECIAL NEEDS: Ensure that opportunities and services are provided to improve the quality of life and independence for persons with special needs, such as disabled persons, battered spouses, abused children, persons with HIV/AIDS, illiterate adults, and migrant farmworkers.																
Lions Blind Center of DV 175 Alvarado Avenue Pittsburg, CA 94565 (925) 432-3013	Independent Living Skills for Visually Impaired	Provide in-home independent living skills instruction and training to visually impaired adults so they wil maintain their independence and avoid institutionalization. Conduct eye screenings for at-risk senior s to detection early many age-related degenerative eye diseases.	MEDIUM - Physically Disabled	Suitable Living Environments Availability/ Accessibility	LMC-PB Disabled Adults 24CFR570.208(a)(2)(i)(A) 05B - 570.201(e)	\$ 5,000	14	\$ 5,000						\$ 67,590	\$ 67,590	
STAND! Against Domestic Violence 1410 Danzig Plaza Concord, CA 94524 925-603-0112	Rollie Mullen Center Emergency Shelter	Program provides free 24 bed emergency shelter for up to 6 weeks, including 3 daily meals, clothing, case management, counseling, assistance with restraining orders in a multicultural, multi-lingual setting.	HIGH - Domestic Violence Services	Suitable Living Environments Availability/ Accessibility	LMC-PB Battered Spouses 24CFR570.208(a)(2)(i)(A) 05G - 570.201(e)	\$ 10,000	25	\$ 8,500						\$ 245,750	\$ 245,750	
TOTAL - NON HOMELESS PUBLIC SERVICES						\$ 15,000	39	\$ 13,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 313,340	\$ 313,340	
CD-5 FAIR HOUSING - Continue to promote fair housing activities and affirmatively further fair housing.																
Housing Rights P.O. Box 12895 Berkeley, CA 94712 (800) 261-2298	Fair Housing Counseling	The purpose of this program is to provide effective, culturally and linguistically appropriate fair housing counseling services to help remove impediments to fair housing choice.	HIGH - Fair Hsg Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 10,000	24 HH					\$ 10,000		\$ 38,288	\$ 48,288	
TOTAL - FAIR HOUSING						\$ 10,000	24	\$ -	\$ -	\$ -	\$ -	\$ 10,000		\$ 38,288	\$ 48,288	
CD-6 ECONOMIC DEVELOPMENT - Reduce the number of persons with incomes below the poverty level, expand economic opportunities for very low- and low-income residents, and increase the viability of neighborhood commercial areas.																
Antioch Chamber Community Foundation 101 H ST. Antioch Ca 94531 925-757-1800	SBIC NxLevel Small Business Training	Program is a 13 week practical business planning and business management program for new and existing businesses. The training will also provide, a going green course supplement, internet strategies, internet marketing, target marketing, financial projections and how-to contract with the state and local government agencies.	MEDIUM - Economic Development	Economic Opportunities Affordability	LMC-24CFR570.208(a)(2)(iii) 18C - 570.201(o)(1)(iii)	\$ 13,000	12	\$ 11,000						\$ 2,452	\$ 2,452	
Contra Costa Child Care Council 1035 Detroit Avenue, Suite 200, Concord, CA 94518 925-676-5442	Road to Success	Program recruits, trains and supports lower-income residents who desire to start and maintain stable microenterprises as they become successful licensed family child care providers.	MEDIUM - Economic Development	Economic Opportunities Affordability	LMC-24CFR570.208(a)(2)(iii) 18C - 570.201(o)(1)(iii)	\$ 15,000	15	\$ 12,500						\$ 14,140	\$ 14,140	
Opportunity Junction 3102 Delta Fair Blvd. Antioch, CA 94509 (925) 776-1133	Job Training and Placement (CBDO)	Provides comprehensive information technology and life-skills training for 11 new clients and follow-up services for Antioch residents. Clients also have access to business attire and interview coaching through WW Ministries.	MEDIUM - Economic Development	Economic Opportunities Affordability	LMC-24CFR570.208(a)(2)(iv) 05H - 570.204(a)(2) CBDO Activity	\$ 97,000	11	\$ 81,000						\$ 7,000	\$ 7,000	
TOTAL - ECONOMIC DEVELOPMENT						\$ 125,000	38	\$ 104,500	\$ -	\$ -	\$ -	\$ -	\$ 23,592	\$ 23,592		
CD-7 INFRASTRUCTURE, PUBLIC FACILITIES, AND ACCESSIBILITY: Maintain quality public facilities and adequate infrastructure, ensure access for the mobility impaired by addressing physical access barriers to public facilities.																
City of Antioch 200 H Streets Antioch, CA 94509	Sidewalk and Handicap Ramps	The City has constructed a citywide program to contract for handicap ramp improvements throughout the City.	MEDIUM - Sidewalks	Suitable Living Environments Availability/ Accessibility	LMA-24CFR570(a)(1) 03L - 24CFR570.201(.c)	\$ 94,000	10 ramps	\$ 82,000			\$ 5,500		\$ -	\$ -		
City of Antioch 200 H Streets Antioch, CA 94509	Downtown Roadway Rehabilitation and Ramps	Rehabilitate downtown streets in areas that have deteriorated roadway, limited handicap access, and where existing storm water drainage facilities do not allow storm water to travel as designed and often flood in minor storm events.	MEDIUM - Street Improve-ments	Suitable Living Environments Sustainability	LMA-24CFR570(a)(1) 03L - 24CFR570.201(.c)	\$ 250,000	2,901 people	\$ 224,169			\$ 40,000		\$ -	\$ -		
TOTAL - INFRASTRUCTURE, PUBLIC FACILITIES, ACCESSIBILITY						\$ 344,000	2,911	\$ 306,169	\$ -	\$ -	\$ 45,500	\$ -	\$ -	\$ -	\$ -	

Agency Name, Address & Telephone Number	Project Name	Project Objective/Description	Con Plan Priority	Objective & Outcome	National Objective HUD Matrix Code/ Eligibility	TOTAL \$ Awarded in 2010-11	***ESTIMATED*** FY 2011-12 FUNDING ***ESTIMATED***									
							Goal Qty	CDBG -EN \$ Award	CDBG RLF \$ Award	CDBG PI # Award	CDBG PRIOR YR \$ Award	ADA \$ Award	ADA PRIOR YR \$ Award	Subrecipient \$ Matching	Total \$ Leverage	
CD-8 - ADMINISTRATION: Support development of viable urban communities through extending and strengthening partnerships among all levels of government and the private sector, and administer federal grants in a fiscally prudent manner.																
City of Antioch 200 H Streets Antioch, CA 94509	Administration/ Planning	Grant administration supports the development of viable urban communities through general management, oversight, & coordination of CDBG program, and by developing & strengthening partnerships among all levels of government and the private sector.	N/A - Required	N/A	21A - 24CFR570.206(a)	\$ 156,500	N/A	\$ 138,667						\$ -	\$ -	
City of Antioch 200 H Streets Antioch, CA 94509	Affordable Housing Administration/ Planning	Administration of the affordable Housing programs, funded entirely with ADA funds, supports the development of viable urban communities through the development of safe, sanitary, affordable housing for lower income residents.	High	N/A	N/A		N/A					\$ 291,220		\$ -	\$ 291,220	
TOTAL - PROGRAM ADMIN							\$ 156,500	\$ 138,667	\$ -	\$ -	\$ -	\$ -	\$ 291,220	\$ -	\$ 291,220	
H1 - HOMELESS SERVICES (Housing Related) - Assist the homeless and those at risk of becoming homeless by providing emergency, transitional, and permanent affordable housing with appropriate supportive services.																
CCC Health Services Homeless 597 Center Avenue, #355, Martinez CA 925-313-6124	Adult Interim Housing Program	Program is 24-hour shelter operating in Concord and Richmond providing wrap-around services, inc. case management & housing assistance, to assist persons to find appropriate long-term housing. The program has a combined capacity to serve 175 men and women.	HIGH - Homeless Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 15,000	50					\$ 15,000		\$ 18,000		
Northern California Family Center 2244 Pacheco Blvd. Martinez CA 94553 925 370-1990	Shelter for Runaway and Homeless Youth	Program provides homeless youth under 18 with: 24-hour telephone consultation for 35 families from Antioch; food, clothing, shelter, mediation for 3 youth from Antioch.	HIGH - Homeless Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 5,000	35					\$ 5,000		\$ 7,500	\$ 12,500	
TOTAL - HOMELESS SERVICES - HOUSING RELATED							\$ 20,000	85	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 25,500	\$ 12,500
H2 - Homeless Services (Services Only) - Reduce the incidence of homelessness and assist in alleviating the needs of the homeless.																
Contra Costa Crisis Center P.O. Box 3364 Walnut Creek, CA 94598 925-939-1916	Homeless Hotline/211 Contra Costa	Program provides 24-hour counseling, support, and resource information by phone for homeless individuals and families, as well as Emergency motel vouchers and free, personal voice mail boxes for homeless people.	HIGH - Homeless Services	Suitable Living Environments Availability/ Accessibility	NO FEDERAL FUNDING	\$ 10,000	5,000					\$ 10,000		\$ 78,850	\$ 88,850	
SHELTER, Inc. 1815 Arnold Drive Martinez, CA 94553 925-957-7595	Emergency Housing & Homeless Services	Program prevents/ends homelessness by providing residents with one-time financial assistance for move-in costs, past due rent or mortgage payments. Case managers provide support and guidance to households that need help beyond one month's rent.	HIGH - Homeless Services	Suitable Living Environments Affordability	NO FEDERAL FUNDING	\$ 14,000	225					\$ 14,000		\$ 156,325	\$ 170,325	
TOTAL - HOMELESS SERVICES ONLY							\$ 24,000	5,225	\$ -	\$ -	\$ -	\$ -	\$ 24,000	\$ -	\$ 235,175	\$ 259,175
TOTAL - NON-HOUSING COMMUNITY DEVELOPMENT STRATEGY							\$ 833,500	15,665	\$ 653,336	\$ -	\$ -	\$ 45,500	\$ 387,220	\$ -	\$ 1,555,588	\$ 2,201,432

APPENDIX B: APPLICATION FOR FEDERAL FUNDING

Application for Federal Assistance		U.S. Department of Housing and Urban Development		OMB Approval No.2501-0017 (exp. 03/31/2005) DUNS # 105241132	
1. Type of Submission <input checked="" type="checkbox"/> Application <input type="checkbox"/> Preapplication		2. Date Submitted <div style="text-align: center;">May 13, 2011</div>		4. HUD Application Number	
		3. Date and Time Received by HUD		5. Existing Grant Number <div style="text-align: center;">B-11-MC-06-0045</div>	
				6. Applicant Identification Number	
7. Applicant's Legal Name City of Antioch			8. Organizational Unit Department of Community Development		
9. Address (give city, county, State, and zip code) A. Address: 200 H Street B. City: Antioch C. County: Contra Costa D. State: California E. Zip Code: 94509			10. Name, title, telephone number, fax number, and e-mail of the person to be contacted on matters involving this application (including area codes) A. Name: Teri House B. Title: CDBG Specialist C. Phone: 925.779.7037 D. Fax: 925.779.7034 E. E-mail: terihouse@ci.antioch.ca.us		
11. Employer Identification Number (EIN) or SSN 94-6000293			12. Type of Applicant (enter appropriate letter in box) C A. State I. University or College B. County J. Indian Tribe C. Municipal K. Tribally Designated Housing Entity (TDHE) D. Township L. Individual E. Interstate M. Profit Organization F. Intermunicipal N. Non-profit G. Special District O. Public Housing Authority H. Independent School District P. Other (Specify)		
13. Type of Application <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Renewal <input type="checkbox"/> Revision If Revision, enter appropriate letters in box(es) <input type="checkbox"/> <input type="checkbox"/> A. Increase Amount B. Decrease Amount C. Increase Duration D. Decrease Duration E. Other (Specify)			14. Name of Federal Agency U.S. Department of Housing and Urban Development		
15. Catalog of Federal Domestic Assistance (CFDA) Number <div style="text-align: center;">14-218</div> Title: Community Development Block Grant Program Component Title:			16. Descriptive Title of Applicant's Program <div style="text-align: center;">City of Antioch FY 2011/12 Action Plan</div>		
17. Areas affected by Program (boroughs, cities, counties, States, Indian Reservation, etc.) City of Antioch California					
18a. Proposed Program start date July 1, 2011		18b. Proposed Program end date June 30, 2012		19a. Congressional Districts of Applicant <div style="text-align: center;">10th</div>	
				19b. Congressional Districts of Program <div style="text-align: center;">10th</div>	
20. Estimated Funding: Applicant must complete the Funding Matrix on Page 2.					
21. Is Application subject to review by State Executive Order 12372 Process? A. Yes <input type="checkbox"/> This preapplication/application was made available to the State Executive Order 12372 Process for review on: Date _____ B. No <input checked="" type="checkbox"/> Program is not covered by E.O. 12372 <input type="checkbox"/> Program has not been selected by State for review.					
22. Is the Applicant delinquent on any Federal debt? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If "Yes," explain below or attach an explanation.					

Funding Matrix

The applicant must provide the funding matrix shown below, listing each program for which HUD funding is being requested, and complete the certifications.

Grant Program*	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	Total
CDBG	\$ 653,336						\$ 45,500	\$ 40,000	\$ 738,836
Grand Totals	\$ 653,336						\$ 45,500	\$ 40,000	\$ 738,836

CDBG Other: \$45,500 recaptured from 2010-11 cancelled projects

Program Income: Housing Revolving Loan Fund

Certifications

I certify, to the best of my knowledge and belief, that no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all sub awards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly.

Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage of the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

This application incorporates the Assurances and Certifications (HUD-424B) attached to this application or renews and incorporates for the funding you are seeking the Assurances and Certifications currently on file with HUD. To the best of my knowledge and belief, all information in this application is true and correct and constitutes material representation of fact upon which HUD may rely in awarding the agreement.

23. Signature of Authorized Official



Name (printed)

Jim Jakel

Title

City Manager

Date (mm/dd/yyyy)

May 13, 2011

APPENDIX C: CERTIFICATIONS

LOCAL GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted:
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

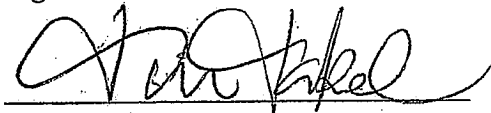
Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with Section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.


Jim Jakel, City Manager
City of Antioch

5-11-11
Date

SPECIFIC CDBG CERTIFICATIONS

The City of Antioch Entitlement Community certifies that:

Citizen Participation - It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan - Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan - It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds - It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year 2011-12 shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made

against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

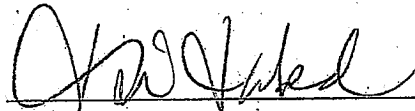
Excessive Force - It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws - The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint - Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.



Jim Jakel, City Manager
City of Antioch

5-11-11
Date

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies. (This is the information to which jurisdictions certify).
4. For grantees who are individuals, Alternate II applies. (Not applicable jurisdictions.)
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance: City of Antioch, 200 H Street, Antioch CA 94509

Check X if there are workplaces on file that are not identified here; The certification with regard to the drug-free workplace required by 24 CFR part 24, subpart F.

9. Definitions of terms in the Non-procurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C.812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

APPENDIX D: PUBLIC NOTICES

ACTION PLAN NOTICE

East County Times

1700 Cavallo Road
Antioch, CA 94509
(925) 779-7115

Antioch, City Of
Georgina Meek, P.O. Box 5007
Antioch CA 94531-5007

PROOF OF PUBLICATION

FILE NO. CDBG Teri House

In the matter of

East County Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the East County Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of January 6, 1919. Case Number 8288.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

4/8/2011

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 8th day of April, 2011.

Signature

Legal No.

0003946239

CITY OF ANTIOCH NOTICE OF PUBLIC HEARING COMMUNITY DEVELOP- MENT BLOCK GRANT (CDBG), ANTIOCH DE- VELOPMENT AGENCY (ADA) AND HOUSING PROGRAMS

Notice is hereby given that the Antioch City Council will conduct a Public Hearing to consider the proposed FY 2011-12 Community Development Block Grant (CDBG) Annual Action Plan, including use of Antioch Development Agency (ADA) funds, at the regularly scheduled Council Meeting on Tuesday, May 10, 2011 at 7:00 P.M. in the Antioch City Council Chambers located at Third and H Streets in Antioch, California.

The exact amount of the City CDBG entitlement grant is not known until final disposition of the federal 2011-12 budget, and all Action Plan allocations are subject to change upon official notification of the City's CDBG appropriation. Any reduction experienced by CDBG-funded agencies will correspond to any reduction in the City's CDBG grant allocation, as 2011-12 is the second year of a two-year grant cycle.

For purposes of this draft Action Plan, the City forecasts a 15% reduction in CDBG funding for a grant of \$685,450. Of this, a maximum of 15% or \$99,500 can be spent on Public Services, a maximum of 20% or \$133,100 on Program Administration, and the remainder on other activities such as housing, infrastructure, and economic development. Antioch also anticipates allocating \$885,248 in ADA funding for fair housing, housing rehabilitation and other housing-related services. This amount is subject to possible State changes in Redevelopment which may affect funding.

Copies of the draft FY 2011-12 Action Plan are available for review during normal business hours in the City Clerk's office, located at Third and H Streets, 1st floor in Antioch CA, the Community Development Department Office located at Third and H Streets, 2nd floor in Antioch, CA, at the Antioch Public Library, located at 501 West 18th Street in Antioch and online. Interested parties are encouraged to send comments on the draft Action Plan. Written comments will be accepted from April 8 until May 11, 2011. Written comments should be submitted to the CDBG Program Administrator, City of Antioch, Third and H Streets, Antioch, CA 94531.

This facility is accessible to the mobility impaired. If you have any comments or questions, call or e-mail Teri House, CDBG Program Administrator, at (925) 779-7115 or terihouse@antioch.ca.us. Disabled individuals requiring special ac-

commodation in order to participate in the public hearing process should contact Teri House above at least 24 hours before the meeting. Hearing impaired individuals may call the California Relay Service at (800) 735-2929 for assistance.
CITY OF ANTIOCH
APR 8, 2011

RECEIVED

APR 14

CITY OF AN
FINANCE

CITIZEN PARTICIPATION PLAN NOTICE

East County Times

1700 Cavallo Road
Antioch, CA 94509
(925) 779-7115

Antioch, City Of
Georgina Meek, P.O. Box 5007
Antioch CA 94531-5007

PROOF OF PUBLICATION

FILE NO. Teri House

In the matter of

East County Times

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen years, and not a party to or interested in the above-entitled matter.

I am the Principal Legal Clerk of the East County Times, a newspaper of general circulation, printed and published at 2640 Shadelands Drive in the City of Walnut Creek, County of Contra Costa, 94598

And which newspaper has been adjudged a newspaper of general circulation by the Superior Court of the County of Contra Costa, State of California, under the date of January 6, 1919. Case Number 8268.

The notice, of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

4/20/2011

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Executed at Walnut Creek, California.
On this 20th day of April, 2011.

Signature

Legal No.

0003964905

CITY OF ANTIOCH
NOTICE OF PUBLIC
COMMENT
CITIZEN PARTICIPATION
PLAN FOR THE
COMMUNITY DEVELOP-
MENT BLOCK GRANT
(CDBG) PROGRAM

Notice is hereby given that the Antioch City Council will receive public comment on the proposed FY 2010-15 Citizen Participation Plan concurrent with Public Hearing for the Community Development Block Grant (CDBG) recommendations at the regularly scheduled Council Meeting on Tuesday, May 10, 2011 at 7:00 P.M. in the Antioch City Council Chambers located at Third and H Streets in Antioch, California.

The primary goal of the Citizen Participation Plan is to provide residents--especially low and moderate income residents of Antioch and neighborhoods in which CDBG-funded activities will take place--an opportunity to participate in an advisory role in the planning, implementation, and assessment of the programs and projects it encourages all residents of Antioch, and especially those who are lower income or who live in lower income neighborhoods, and those who are disabled, to provide comments to the City on priorities for funding projects with federal CDBG funds and to provide comment on required federal documents. These include the development and any substantial amendments of the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, annual Action Plan/Community Grant process, and the Consolidated Annual Performance Evaluation Report (CAPER).

Copies of the draft FY 2010-15 Citizen Participation Plan are available for review during normal business hours in the Community Development Department Office located at Third and H Streets, 2nd floor in Antioch, CA and online. Interested parties are encouraged to send comments on the draft Citizen Participation Plan. Written comments will be accepted until May 11, 2011. Written comments should be submitted to the CDBG Program Administrator, City of Antioch, Third and H Streets, Antioch, CA 94531.

This facility is accessible to the mobility impaired. If you have any comments or questions, call or e-mail Teri House, CDBG Program Administrator, at (925) 779-7037, thhouse@ci.antioch.ca.us. Disabled individuals requiring special accommodation in order to participate in the public hearing process should contact Teri House above at least 24 hours before the meeting. Hearing impaired individuals may call the California Relay Service at (800) 735-2929 for assistance.

ECT#3964905
April 20, 2011

RECEIVED

APR 21 2011

CITY OF ANTIOCH
PROGRAM DEPT

**APPENDIX E: CITIZEN PARTICIPATION PLAN,
LANGUAGE ASSISTANCE PLAN, AND
RESIDENTIAL ANTI-DISPLACEMENT & RELOCATION ASSISTANCE
PLAN**



**CITIZEN PARTICIPATION PLAN,
LANGUAGE ASSISTANCE PLAN
AND
RESIDENTIAL ANTI-DISPLACEMENT AND
RELOCATION ASSISTANCE PLAN
FOR THE
2010-15 CONSOLIDATED PLAN PERIOD
CDBG PROGRAM**

Adopted by City Council May 10, 2011

I. CITIZEN PARTICIPATION PLAN

GENERAL INFORMATION

The City of Antioch receives an annual formula grant allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD). Before utilizing these funds to address community needs, HUD requires that the City develop a three- to five-year Consolidated Plan (ConPlan). The ConPlan establishes a unified vision for community development actions, sets forth Antioch's policy for allocating investment of various resources among housing needs activities, is a statement of specific long-term and short-term community development objectives and priority non-housing community development needs, and is a strategy to be followed in carrying out HUD programs.

Consistent with HUD Consolidated Plan rules 24 CFR Parts 91 and 570, all jurisdictions receiving HUD funding are required to develop and maintain a Citizen Participation Plan (CPP). It is the intent of Antioch's Citizen Participation Plan to provide for and encourage participation of all residents of Antioch, particularly lower- and moderate-income persons, minorities, non-English speaking persons, and persons with disabilities.

The City of Antioch is a member of the Contra Costa Consortium. The Consortium consists of the cities of Antioch, Concord, Pittsburg, Richmond, and Walnut Creek and the County of Contra Costa. The Consortium was formed to cooperatively plan for the housing and community development needs of the entire County. Together, Consortium members prepare and submit to HUD a five year Consolidated Plan. However, individual Consortium jurisdictions prepare and submit to HUD an annual Action Plan (a subsidiary document to the 2010-15 Consolidated Plan) and annual Consolidated Annual Performance and Evaluation Report (CAPER.)

For the purposes of the five-year Consolidated Plan and AI preparation, for which the County is the lead agency, the Citizen Participation process shall be primarily guided by the County's CPP. However, the City of Antioch shall ensure that all Antioch stakeholders will receive the access to information and public meetings that are detailed in the Antioch CPP.

In addition to working collaboratively on the Consolidated Plan and AI, Consortium members also jointly issue a request for proposals and conduct a unified grant process every two years. The grant cycle for the 2010-12 period was completed in fiscal year (FY) 2009-10. The Antioch CPP encompasses the FY 2010-15 processes for grant cycle 2010-12, 2012-14, and 2015-16.

The Consortium consults with a wide variety of public and private concerns during the development of the Consolidated Plan and AI. These include: public and private agencies that provide emergency housing for homeless, transitional and permanent supportive housing services; the Housing Authorities of Contra Costa County, Pittsburg and Richmond; nonprofit owners, developers and manager of low income and assisted housing for special needs populations; nonprofit organizations and faith-based communities, providers of health and social services; and developers that address infrastructure needs. The City of Antioch also consults with participating Urban County and other Consortium Cities, particularly concerning problems and solutions that go beyond a single jurisdiction.

PURPOSE OF THE CPP

The purpose of a Citizen Participation Plan (CPP) is to encourage a breadth and depth of involvement in the development and any substantial amendments of the Consolidated Plan, Analysis of Impediments to Fair Housing Choice, annual Action Plan/Community Grant process, and the Consolidated Annual Performance Evaluation Report (CAPER). The CPP is targeted to increase participation by City of Antioch residents, especially those who are disabled or residents of lower income areas, and those where housing and community development funds may be spent. It is also designed to increase participation by nonprofit and other organizations serving the Antioch community, faith-based organizations, local and regional institutions, businesses, and other stakeholders.

Through such participation, the City of Antioch hopes to obtain a broad perspective of housing and community development needs, including the need for affordable housing development and community development activities. Implementation of the Citizen Participation Plan also enables the community to discuss and better understand housing and community needs, and the proposed allocation of federal and local funds available to address those needs.

The Antioch 2010-15 CPP was developed to encompass the Consolidated Plan period and will be updated with the next Consolidated Plan or as needed. This CPP will afford citizens, nonprofit organizations, and other interested parties adequate opportunity to review and comment on the draft CPP and on substantial amendments to the CPP.

GOALS OF THE CPP

The five major goals of the Antioch citizen participation process are as follows:

- 1) To provide stakeholders with adequate and timely information about the range of activities that may be undertaken through its CDBG program, the kinds of activities previously funded in the City of Antioch, the level of funding available to carry out these activities, and the estimated amount of funds that will benefit very low- and low-income persons;
- 2) To provide an appropriate means to ensure the involvement of those who are most likely to be affected by Community Grant-funded programs, including lower-income residents throughout the city, residents in lower income neighborhoods, residents with limited English proficiency, and disabled residents, and to provide reasonable efforts to ensure continuity of involvement of citizens or citizen organizations throughout all stages of the programs.
- 3) To provide residents with an adequate opportunity to articulate their needs and thoughts about services, express their preferences about proposed activities, assist in the selection of priorities for funding, and provide their input on the development of programs; and
- 4) To provide residents with the opportunity to assess and submit comments on all aspects of program performance.

INFORMATION AVAILABLE TO THE PUBLIC

A variety of information about activities and projects undertaken with federal funding is available to the public. Copies of the standard documents below will be made available to the public at no cost and within four working days of request. These documents will be available in a form accessible to persons with disabilities, when requested, by calling 925-779-7037.

All interested parties, including those with disabilities, may access information through the websites listed. Standard documents may also be available for pickup at the Community Development Department, located on the 2nd floor at 200 "H" Street, Antioch, during normal working hours, or by written request submitted to CDBG Program, City of Antioch, 200 "H" Street, Antioch, CA 94509.

Below are the standard documents available to the public under the CPP:

- the Contra Costa Consortium Five Year Consolidated Plan and Priorities for funding, and the Analysis of Impediments to Fair Housing Choice for the 2010-15 and 2005-10 periods, and any substantial amendments to those documents. Copies shall also be made available online on the City's website and website of the Contra Costa Consortium;
- the Action Plan, Consolidated Annual Performance Evaluation Report (CAPER), and any substantial amendments to the Action Plan for the current and past five (5) year period. The present year Action Plan and prior year CAPER shall also be made available online on the City's website;
- all key documents, including applications, letters of approval, HUD monitorings, and any other reports required by HUD;
- the Citizen Participation Plan;
- copies of any written comments or complaints about program performance, and a description of any actions taken and/or written response;
- records of public meetings;
- copies of the regulations and issuances governing the programs;
- explanation of important program requirements, such as contracting and operations procedures, environmental policies, fair housing, and other equal opportunity requirements, and relocation provisions; and
- all mailing and promotional materials.

ENSURING ACCESS AND PARTICIPATION

NOTICING AND PUBLISHING

Reasonable and timely advance notice of meeting and documents is essential to Antioch residents, businesses, agencies serving lower income and special population residents and other interested parties, in order to provide sufficient opportunity so that any interested party may review documents and provide comments. When noticing meeting and documents such as the Action Plan or Consolidated Plan, notices will include sufficient information about the subject in summary form so that residents can make an informed decision about participating in review and comment. Such information shall include the purpose and brief summary of the contents of the document, where the entire document can be obtained or viewed, the date and time of any meetings, and how to obtain free copies of the document or comment on the subject.

In all cases, residents will be given a minimum of two weeks (14 days) notice of public meetings and opportunities to provide comment, and in many instances are provided with 30 days notice of meeting and opportunities for comment.

Notices will be published in the Contra Costa Times, a newspaper of general circulation serving all resident of Contra Costa County. All notices pertaining to the development of the Consolidated Plan and AI will be published in the non-legal section of the newspaper. Other notices, such as those from individual jurisdictions regarding the Action Plan and CAPER, will be published in the non-legal section as budget allows.

All notices pertaining to the development of the Consolidated Plan and AI will also be published on the Consortium website, which is fully handicap accessible: www.ccreach.org . All notices will also be published on the websites of the individual jurisdictions. The City of Antioch website is: www.ci.antioch.ca.us .

Appendix A – Summary of Public Meetings, Noticing, and Publishing provides a comprehensive overview of the minimum standards of publishing and noticing of public meetings and opportunities for public comment.

ACCESS FOR PERSON WITH DISABILITIES

All publications concerning the Antioch CDBG program that are referenced in the CPP are available to residents in a format accessible to persons with disabilities, upon request. This includes but is not limited to providing a copy in Braille, utilizing telecommunication devices for the deaf (TDD) or equally effective communication systems, electronic format including CD or through the City's website, large print copy, or hand delivery of a document if the resident is homebound and cannot receive it through the mail.

ACCESS FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY

The City of Antioch has adopted a Language Assistance Plan (LAP) in order to better serve Antioch limited-English proficient residents. This Plan is posted on the City's website and available upon request, and is incorporated into the CPP. The LAP states, in part, that Antioch must provide access to language assistance at no charge to the LEP resident. Depending on the language and nature or importance of a program, service, or activity, the City shall provide access to oral interpretation, written translation, or in some cases, access to both. If a significant number of limited-English proficient residents are expected to attend a public meeting/hearing, the City shall provide oral interpretation assistance for the meeting.

STAGES OF THE CONSOLIDATED PLAN DEVELOPMENT & IMPLEMENTATION

The Contra Costa Consortium HUD processes span a five-year period. The most current five-year planning period covers fiscal years 2010-15. Every Consortium member operates on a fiscal year that begins July 1 and ends June 30.

CONSOLIDATED PLAN AND ANALYSIS OF IMPEDIMENTS PROCESS

The policies and procedures in this CPP relate to several stage of action mentioned in law or regulation. These actions are summarized in ***Appendix A – Summary of Public Meetings, Noticing***

and Publishing. In general, the stages or events of the Consolidated Plan and Analysis of Impediments (AI) include:

1. Input from the public to identify housing and community development needs. Process includes:
 - a. at least one focus group by invitation;
 - b. at least two public meetings Consortium-wide to help identify needs.
 - i. notices are emailed to 500+ Consortium contact list and
 - ii. notice is published in at least one local newspaper in the non-legal section at least 14 days (not including the date of publication) prior to the meeting date.
2. Input from the public to identify impediments to fair housing. Process includes:
 - a. at least one focus group by invitation;
 - b. at least two public meetings Consortium-wide to help identify needs.
 - i. notices are emailed to 500+ Consortium contact list and
 - ii. notice is published in at least one local newspaper in the non-legal section at least 15 days (not including the date of publication) prior to the meeting date.
3. Preparation of a five-year Consolidated Plan that shows what actions will be taken over the five year period of time to address the housing and community development needs.
4. Preparation of an Analysis of Impediments to Fair Housing Choice that spans a period to include the Consolidated Plan period.
5. Input from the public on the draft Consolidated Plan and AI, with notices that include a summary of the proposed Plans. Process includes:
 - a. one Public Hearing in each Consortium jurisdiction (cities of Antioch, Concord, Pittsburg, Richmond, Walnut Creek, and County of Contra Costa – total six [6] Public Hearings) to invite public comment, consider all public comments, and to consider Plan recommendations.
 - i. Notices are mailed or emailed to Consortium contact list, and
 - ii. Notice is published in at least one local newspaper at least 30 days (not counting the date of publication) prior to the meeting date;
 - iii. Copy of the draft Plans are made available on the Consortium website (www.ccreach.com) and on jurisdictional websites including that of the City of Antioch.
 - iv. Copies are available from the City Community Development office.
 - v. Copies are available at one library in each of the three regional areas of the County.
6. Revisions as necessary to respond to public input.
7. Adoption by all Consortium jurisdictions of the Consolidated Plan and AI.
8. Submission to HUD of the Consolidated Plan and AI, with all public comments, by the lead agency (Contra Costa County) of the Consortium.

ACTION PLAN PROCESS - TWO-YEAR GRANT CYCLE

Prior to the beginning of the fiscal year and as a condition of receiving entitlement grants from the federal government, entitlement jurisdictions, such as the City of Antioch, are required to submit an annual Action Plan that details all proposed investments and accomplishments proposed with such

funds. The Consortium conducts a Grant Cycle process every two years to solicit proposals that will be funded for a two year period (subject to performance and funding availability) to address housing and community development needs identified in the Consolidated Plan. The two-year Consortium process includes:

1. Input from the public during the joint Consortium grant meeting to solicit proposals for projects that address housing and community development needs identified in the Consolidated Plan. The process, which occurs every two years, includes:
 - a. At least one public meeting during development of the plan at the Consortium Grant Kickoff meeting.
 - i. publishing of Notice of Funding Availability (NOFA) by email to Consortium contact list of over 500 nonprofits and interested parties, and
 - ii. publishing in at least one local newspaper at least 30 days (not counting the date of publication) prior to the meeting date;
 - iii. Notice posted on Consortium website;
 - iv. Notice posted on City of Antioch website;
2. Preparation of a one-year Annual Action Plan by each individual Consortium jurisdiction. Action Plan shows what actions will be taken by that jurisdiction over the one-year period to address the housing and community development needs in the Consolidated Plan, and what actions will be taken to address the impediments to fair housing choice in the AI.
3. Input from the public on the draft Action Plan. Process includes:
 - a. One public meeting to obtain public comment prior to City Council consideration of the Action Plan.
 - i. Notice of the hearing and invitation for public comment is emailed to 500+ Consortium contact list, and
 - ii. notice is published in at least one local newspaper, in the non-legal section if funds allow, at least 30 days (not including the date of publication) prior to the meeting date.
 - iii. Draft Action Plan is available on the City website, and
 - iv. Draft Action Plan is available free to the public at the City Community Development Department office.
4. Adoption by City Council of the Action Plan.
5. Submission to HUD of the Action Plan, with all public comments.

ACTION PLAN PROCESS - SECOND YEAR OF GRANT CYCLE

No new grant proposals are solicited or accepted for the second year of the grant cycle. Instead, numerous factors are considered that might lead to changes in the level of funding of existing grants. These may include changes in the economic conditions, changes in demographics, performance of funded programs, compliance issues with funded programs, results of the annual monitoring risk analysis, grant monitoring results, and levels of the second year of funding from HUD. Public input is sought on these and any other issues pertaining to the CDBG program that may be of interest to the public. The second year process includes:

1. Input from the public about housing and community development needs, development of proposed activities, and review of program performance.

- a. One Public Hearing (usually in September in conjunction with presentation of the CAPER to City Council) to obtain public comment about housing and community development needs, development of proposed activities, and review of program performance.
 - i. Notice is emailed to existing grantees;
 - ii. Notice is published in at least one local newspaper, in the non-legal section if funds allow, at least 30 days (not including the date of publication) prior to the meeting date.
 - iii. Notice is posted on the City website.
2. Preparation of the draft Action Plan for the second year of funding after evaluating performance of existing programs and any monitoring visits and other data.
3. Input from the public on the draft Action Plan. Process includes:
 - a. One public meeting to obtain public comment prior to City Council consideration of the Action Plan.
 - i. Notice of the hearing and invitation for public comment is emailed to 500+ Consortium contact list, and
 - ii. notice is published in at least one local newspaper, in the non-legal section if funds allow, at least 30 days (not including the date of publication) prior to the meeting date.
 - iii. Draft Action Plan is available on the City website, and
 - iv. draft Action Plan is available free to the public at the City Community Development Department office.

CAPER PROCESS

Annually each Consortium jurisdiction prepares a Consolidated Annual Performance and Evaluation Report (CAPER) which reports to the public and to HUD a summary of the investments made and accomplishments of the prior year's Action Plan. The process includes:

1. Preparation of the draft CAPER.
2. Input from the public on the draft CAPER.
 - a. Notice is published in at least one local newspaper, in the non-legal section if funds allow, at least 15 days (not including the date of publication) prior to submission of the CAPER to HUD.
 - b. Copy of the draft CAPER is made available on the City of Antioch website.
 - c. Free copies are available from the City Community Development office.
3. Submission to HUD with all public comments.

Whenever possible, it is desirable that the Public Hearing on needs occur before the end of September due date of the CAPER, so that public comment can also be gathered in a Public Hearing; however, this is not a federal requirement.

SUBSTANTIAL AMENDMENT PROCESS

During the five-year Consolidated Plan Period it may become necessary to make changes in the Consolidated Plan or annual Action Plan. Some of these changes may be relatively inconsequential, and some may be of a scope or magnitude that would trigger a Substantial Amendment process.

The Substantial Amendment process provides residents with reasonable notice and an opportunity to comment on the proposed Substantial Amendment to the Consolidated Plan or Action Plan. Council will give consideration to any comments or views of residents received in writing or orally at the Public Hearing, before Council considers the proposed Substantial Amendment.

Examples of actions that are *not* considered by this jurisdiction to meet the threshold of “substantial” include:

- an increase or decrease in the number of persons to be served;
- changes in the program/project scope
- changes in how the beneficiaries are viewed (presumed benefit populations or low/mod clientele that require different documentation standards)
- increases or decreases in the amount of funds allocated to an approved project or activity to achieve the original purpose of the activity, if this change is \$25,000 or less
- changes in the agency performing the work due to merger with another agency if the new agency is already being funded by the Contra Costa Consortium and is performing in a satisfactory manner.

Examples of action that *are* considered to meet the threshold of “substantial” include:

- any deletion or addition of an activity, or change in the use of CDBG funds from one eligible activity to another;
- changes in an agency performing the work due to merger if the new agency is not currently being funded by the Consortium with CDBG funds; and/or
- the increase or decrease of over \$25,000 to an activity, or the movement of over \$25,000 (singularly or in aggregate) from one activity to another;

The stages of the Substantial Amendment process include:

1. Preparation of the Substantial Amendment.
2. Input from the public on the Substantial Amendment, with notices that include a summary of the proposed Substantial Amendment and the date of the City Council action on the Amendment.
 - a. One public meeting before the amendment is implemented to invite public comment, consider all public comments made prior and during the meeting, and to consider the proposed Substantial Amendment.
 - i. Notices are mailed or emailed to CDBG-funded agencies, and
 - ii. Notice is published in at least one local newspaper, in the non-legal section (when budget allows) at least 30 days (not counting the date of publication) prior to the Public Hearing date;
 - iii. Copy of the draft Substantial Amendment is made available on the City of Antioch website.
 - iv. Copies are available from the City Community Development office.
3. Adoption by City Council of the Substantial Amendment, and retention of a summary of public comments received and any comments or views not accepted and the reasons therefore.

CITIZEN PARTICIPATION PLAN PROCESS

As demographics, communities, and regulations change it may become necessary to update the Citizen Participation Plan. The process for this includes:

1. Preparation of the draft Citizen Participation Plan (CPP) or amendments to the CPP.
2. Input from the public on the CPP.
 - a. one Public Hearing to invite public comment, consider all public comments, and to consider revisions to the CPP.
 - i. Notices are mailed or emailed to funded CDBG agencies, and
 - ii. Notice is published in at least one local newspaper at least 15 days (not counting the date of publication) prior to the meeting date;
 - iii. Copy of the revised CPP is made available on the Consortium website on the City of Antioch website;
 - iv. Free copies are available from the City Community Development office.
3. Adoption by City Council of the revised Citizen Participation Plan, and retention of a summary of public comments received and any comments or views not accepted and the reasons therefore.

TECHNICAL ASSISTANCE

To facilitate the involvement of low- and moderate-income persons, non-English speaking persons, and residents in areas most likely to be affected by the programs, staff provides extensive technical in the following areas:

- Assistance in developing project proposals - Information and technical assistance is provided to new and existing community agencies, organizations and groups representative of persons of low- and moderate-income so they may adequately develop project proposals and participate in planning and assessing the programs;
- Assistance in understanding recommendations for funding by staff, Council Subcommittee, and City Council; and
- Ongoing assistance to CDBG-funded agencies to help them establish recordkeeping and maintain compliance with federal regulations through telephone calls, email communication, one-on-one meetings with subrecipients, or by other means as necessary.

Technical assistance is provided at several times during the grant cycle (the grant cycle Kickoff is held in October of 2011 and 2013 during this Consolidated Plan Period). Prior to the Grant Cycle, agencies or individuals are encouraged to discuss their ideas, concepts, plans, and programs with Antioch CDBG program staff. These one-on-one meetings can be conducted in person, on the telephone, or by e-mail, at the discretion of the agency or person requesting technical assistance.

At the Consortium Grant Kickoff event, Consortium members provide over three (3) hours of technical assistance at varying levels for new applicants and experienced subrecipients. Attendees are encouraged at that time to call relevant jurisdictions for further, more individualized technical assistance. During the two month duration when applications are

received by Consortium members, assistance in developing and filling out the application is provided by all jurisdictions, including the City of Antioch.

After all applications have been reviewed by staff and the Council Subcommittee and all agency presentations have been made, applicants are given the opportunity to meet with staff separately to better understand how their application fared so that they may learn and improve for the next process.

COMPLAINT PROCESS

Residents can register complaints about the Consolidated Plan, the Action Plan, Amendments, the CAPER, or complaints about agencies or services funded with CDBG or ADA funds. Complaints may be submitted by letter, telephone, email, facsimile (FAX) or in person. Comments should be directed to the Community Development Department at the following address: City of Antioch, 200 H Street, Antioch, CA 94509; by calling (925) 779-7037; or by faxing (925) 779-7034.

Residents are encouraged to initially register complaints by telephone, directly to the program staff involved in the relevant program, since oftentimes complaints can be resolved satisfactorily at this level. Staff will investigate complaints and respond as quickly as possible. Staff will respond in writing to all written citizen complaints within fifteen (15) working days of their receipt, where practicable.

Any citizen not satisfied by the response of program staff, may request further review of their complaint by the Director of Community Development. The Director will respond in writing to all written complaints within thirty (30) working days of their receipt, where practicable. If not satisfied at this level, citizens may request further review by the City of Antioch City Manager or Assistant to the City Manager.

Citizens may also file complaints directly to the U.S. Department of Housing and Urban Development (HUD). Per HUD procedures, HUD will forward the complaint to the City Manager of the City of Antioch. A copy of the letter accompanying the complaint will be sent to complainant. The City has fifteen (15) working days from the date of the HUD letter to respond directly to the complainant and must forward a copy of the response to HUD for their review.

All documentation including final disposition of the complaint will be retained by the Community Development Department for a period of no less than three years from the date of disposition.

II. LANGUAGE ASSISTANCE PLAN (LAP)

In order to better serve Antioch limited-English proficient (LEP) residents, the City of Antioch has developed a Language Assistance Plan (LAP). The implementation of the LAP is consistent with the U.S. Department of Housing and Urban Development's (HUD) Final Guidance (Federal Register/ Vol. 72, No. 13, January 22, 2007) and Executive Order 13166 (August 11, 2000) to ensure that programs receiving federal financial assistance provide meaningful access to LEP persons. Failure to ensure that LEP persons can effectively participate in, or benefit from federally assisted programs may violate Title VI of the Civil Rights Act of 1964 that prohibits discrimination based on national origin.

Implementation of the LAP will enable Antioch to better serve its beneficiaries by ensuring access to language assistance for its community development program funded with federal funds. Although Antioch may have limited resources at a given time, the LAP ensures that access to language assistance for LEP residents will be provided in some form.

GOALS OF THE LAP

The three major goals of the Antioch LAP are as follows:

1. To provide meaningful access for Antioch's LEP residents through the provision of free language assistance for the CDBG program;
2. To provide an appropriate means to ensure the involvement of LEP residents that are most likely to be affected by the programs and to ensure the continuity of their involvement;
3. To ensure that the City's CDBG staff will assist the City's LEP population in obtaining the necessary services and/or assistance requested.

IDENTIFICATION OF LEP POPULATIONS

According to the 2000 Census, which is the latest data available of this kind, 77% of Antioch's population age 5 and older speak English as their only language. The major languages spoken by the remaining 23% are Spanish (13% or 11,299 persons), Tagalog (2% or 2,146 persons), and Chinese (<1% or 755 persons). All remaining languages have fewer than 600 speakers. Among the Spanish speaking persons identified above, 2,651 or 23.4% identify as speaking English "not well" or "not at all."

For the purpose of this LAP, **the only language that will be labeled as "frequently encountered" is Spanish.** However, the City will also provide access to language assistance for an LEP resident that is not part of the "frequently encountered" language groups.

LANGUAGE ASSISTANCE MEASURES

TYPES OF LANGUAGE ASSISTANCE

Antioch must provide access to language assistance at no charge to the LEP resident. Depending on the language and nature or importance of a program, service, or activity, the City

shall provide access to oral interpretation, written translation, or in some cases, access to both. The City will ensure that access is provided but not limited to the following ways:

- Hiring or providing bilingual staff;
- Contracting with language assistance agencies;
- Accessing language assistance telephone lines; and
- Utilizing community volunteers from community-based organizations.

CRITICAL PROGRAMS: PROVISION OF ORAL INTERPRETATION AND WRITTEN TRANSLATION

Certain programs, services, or activities deemed “critical” warrant the need to provide **both** oral interpretation and written translation. In most cases, housing and housing related complementary services, including services to homeless populations are viewed as critical programs as they are essential to maintaining quality of life.

All of Antioch’s CDBG subrecipients provide non-housing related programs, services, or activities, as housing activities are funded with Antioch Development Agency (ADA) funds. In most of these cases, subrecipients providing non-housing related programs will not be required to provide the same level of interpretive services as housing or housing-related programs. At the very least, subrecipients of non-housing related programs must provide access to language assistance in some form. The subrecipients’ access to LEP services will be monitored as part of the Consortium’s overall monitoring program of a fiscal year.

ORAL INTERPRETATION ASSISTANCE: FACE-TO-FACE AND TELEPHONE COMMUNICATION

Face-to-face contact or telephone contact is the most frequent mode of contact with the public or beneficiaries of a program. In most of these cases oral interpretation will be the mode most likely to take place to assist an LEP resident.

In face-to-face contact, staff should follow the following steps to ensure access to language assistance:

- Staff shall notify the LEP resident, to the best of their ability, that language assistance is available to them free of charge and can be arranged for them. A notice stating that free language assistance is available from the City will be posted in the lobby of the Community Development department division lobby in the most “frequently encountered” language of Spanish.
- If the LEP resident is not in any of the “frequently encountered” language groups, the provision of “I Speak” cards shall be presented to the LEP resident to determine what language is appropriate.
- Once the language is determined, staff will arrange language assistance for the LEP person with bilingual staff, language assistance telephone lines, language assistance agencies, or community staff, depending on the nature of assistance needed.

The assistance from a family member or friend is discouraged; however, if the LEP person has a family member or friend that they would like to utilize and they have been notified that there is free assistance available to them, staff must document that free language assistance was offered but the LEP resident elected to utilize a family member or friend.

In situations where precise, complete, and accurate translations of information are critical (i.e. lease agreements, loan documents, legal documents, etc.), the City reserves the right to use a professional interpreter, regardless of whether the LEP individual provides his/her interpreter.

To respond to LEP telephone calls, staff should follow these steps to ensure access to language assistance:

- Staff must, to the best of their ability, try to ascertain the language of the LEP caller. At the very least, staff must ask a “do you speak...” question. Staff should start with the most frequently encountered languages (e.g. “Do you speak Spanish?”).
- If the language can be determined and there is bilingual staff available to assist the caller, staff must inform the LEP caller that there will be an attempt to transfer the call to the bilingual staff and also give the phone number of the bilingual staff member to the LEP resident. If there is knowledge that the bilingual staff member is on leave/vacation, staff shall try to obtain the phone number of the LEP person for the bilingual staff member to call back, or get assistance from an outside interpreter (i.e. language assistance line, existing contract with a language assistance agency, etc.) to assist the LEP caller.
- If there is no bilingual person on staff that can assist the LEP person, staff shall contact an outside language assistance interpreter that the City may have available (i.e. language assistance phone line, interpreter from a language assistance agency on retainer, etc.) and work with the outside interpreter and assist the LEP caller.

ORAL INTERPRETATION ASSISTANCE: PUBLIC MEETINGS/HEARINGS

If a significant number of LEP residents are expected to attend a public meeting/hearing, the City shall provide oral interpretation assistance for the meeting. To determine if written translated materials (if any) are also required for the meeting, see section on “Safe Harbor” Threshold below.

WRITTEN TRANSLATION ASSISTANCE OF VITAL DOCUMENTS

The City shall provide access to written translation of vital documents in programs that are funded with CDBG. A vital document is any document that is critical for ensuring meaningful access to the City’s major activities and programs by beneficiaries generally and LEP persons specifically. Depending on the nature and importance of the document, it is encouraged that vital documents be translated by a highly competent professional translator as many vital documents contain legal and/or technical concepts. Vital documents include but not limited to:

- Legal or binding documents that participants must execute (i.e. loan documents for homeownership, housing applications, rental agreements);
- Information and Outreach materials for housing and housing-related programs;
- Public Notices of public meetings/hearings.*

*** Note:** Not all public notices may warrant written translation. The City’s notice for the Action Plan hearing or Consolidated Annual Performance and Evaluation Report (CAPER) usually would not warrant written translation; however, a non-English notice for a substantial amendment to the Action Plan may be warranted if the substantial amendment is regarding a specific program/project that has a large non-English speaking clientele. In addition, notices requesting resident input or participation (i.e. 5-year Consolidated Plan meetings) should be translated in the most frequently encountered languages, and the notice should also state that if a resident requires language assistance in the form of oral interpretation, the resident shall notify the City within 72 hours of the meeting/hearing.

"SAFE HARBOR" THRESHOLD AND WRITTEN TRANSLATION ASSISTANCE

In any case in which a language population exceeds 5% of a target population for a program or exceeds 1,000 persons for one language involved in a program, the City shall provide written translation of program materials regardless of the type or nature of the program. These materials also include public notices of public hearings/ meetings in regards to the specific program, service, or activity.

TRAINING STAFF TO PROVIDE ACCESS TO LEP RESIDENTS

City CDBG-funded staff shall be trained and knowledgeable of the resources available to LEP residents of Antioch. As part of an orientation, new staff shall be instructed of all the necessary steps of providing meaningful access to LEP residents.

Staff shall be re-trained on the necessary steps at a minimum of every two years. If there are new requirements or new procedures, staff shall be informed and trained on the new requirements or procedures as soon as possible, but no later than 14 days of the receipt of the new requirements or procedures. All staff having contact with the public shall be trained effectively to work with in-person and/or telephone interpreters.

PROVIDING NOTICE TO LEP PERSONS

The City's Community Development department, under which the CDBG program operates, shall post signs stating that free language assistance is available from the City in the lobby of that department on the 2nd floor at 3rd and H Streets in Antioch, as this is the common area where the public is frequently encountered. The signs shall be translated in the most frequently encountered language of Spanish. All outreach materials of the CDBG program shall state that free language assistance services are available. The statement shall be translated in the most frequently encountered language of Spanish.

Depending on the nature and/or importance of the notice and the population of the target audience, notices in local non-English newspapers shall be posted. The City's notices for the public hearings on the Action Plan and Consolidated Annual Performance and Evaluation Report (CAPER) usually would not warrant the necessity of posting in non-English newspapers; however, a non-English notice for a substantial amendment to the Action Plan may be warranted if the substantial amendment is regarding a specific program/project that has a large non-English speaking clientele. Notices regarding the 5-year Consolidated Plan should be posted in non-English newspapers, especially if it is a notice asking for resident input or participation on determining the City's priorities, goals, and needs. Notices requesting resident input or participation shall also state that if a resident requires language assistance in the form of oral interpretation, the resident shall notify the City within 72 hours of the meeting/hearing.

Any notice or information televised on local access television shall also state that free language assistance is available in the frequently encountered languages of Spanish. A notice requesting resident input shall be translated in the most frequently encountered language of Spanish and the notice shall also state that if a resident requires language assistance in the form of oral interpretation, the resident shall notify the City within 72 hours of the meeting/hearing.

MONITORING AND UPDATING THE LAP

Given that the demographics and the needs of Antioch residents are in constant flux, the City will periodically monitor and update the LAP. In order to consider changes to demographics, types of services, or other needs, the evaluation of the LAP shall be conducted annually in conjunction with the development of the City's Consolidated Annual Performance and Evaluation Report (CAPER) of the CDBG program. In addition, the LAP shall be reevaluated in conjunction with the development of the Contra Costa County Consortium's 5-year Consolidated Plan for the CDBG, HOME, ESG, and HOPWA programs, and when new census data is released.

Areas that shall be considered during the evaluation and assessment of the LAP shall include the following:

- Current LEP populations in the jurisdiction geographic area or population affected or encountered;
- Frequency of encounters with LEP language groups;
- The nature and importance of activities/services/programs to LEP persons;
- The availability of resources, including technological advances and sources of additional resources, and the costs imposed;
- Whether existing assistance is meeting the needs of LEP persons;
- Whether staff knows and understands the LAP and how to implement it; and
- Whether identified sources for assistance are still available and viable.

III. RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

All jurisdictions receiving CDBG and other sources of federal funding are subject to the Uniform Relocation Act (URA) and must comply with its requirements. The purpose of the URA is to provide displaced persons with fair, equitable treatment and protection from disproportionate injury by projects designed to benefit the public as a whole. This includes displacement that results from acquisition, demolition, or rehabilitation for HUD-assisted projects carried out with Antioch CDBG funds, and real property acquisition for HUD-assisted projects, whether publicly or privately undertaken. The URA protects all persons who are displaced by a federally assisted project, regardless of their income.

The City of Antioch has developed this Residential Anti-displacement and Relocation Assistance Plan ("Plan") in Under Section 104(d) of the Housing and Community Development Act of 1974, as Amended, and in accordance 24 CFR part 42, subpart B, to certify that the City is following a Plan that will minimize the displacement of persons as a result of assisted activities.

A COMMITMENT TO MINIMIZE DISPLACEMENT

Consistent with the goals and objectives of activities assisted under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("URA") as amended, the City of Antioch will minimize the displacement of persons from their homes by:

1. Evaluating projects submitted for Community Development Block Grant funding that might involve displacement of low/moderate-income households and advising the sponsor/developer of the relocation and replacement housing obligations.
2. Encouraging the funding of projects that will not involve the displacement of low/moderate-income households.
3. Encouraging sponsors/developers of projects that will involve the displacement of low/moderate-income households to seek alternative sites for development.
4. Requiring the sponsor/developer of low/moderate-income housing to give preference to displaced low/moderate-income households in the new projects, if the person or family qualifies for the project.

A COMMITMENT TO PROVIDE RELOCATION ASSISTANCE

The City shall provide relocation assistance as described in 24 CFR 570.606, to each low/moderate-income household displaced by the demolition of housing or by the conversion of a low/moderate-income dwelling to another use as a direct result of assisted activities. This includes the levels of assistance outlined in Section 104(d) of the Housing and Community Development Act of 1974 and further defined in 24 CFR 42.350 which provide for rental assistance over a 60 month period.

The City shall provide each household with the option of receiving assistance as described in 49 CFR 24 which provides for rental assistance over a 42 month period if it is determined that such assistance is in the household's best interest.

Temporarily displaced households shall be provided with assistance to cover reasonable out-of-pocket expenses during displacement. This can include advisory assistance and monetary assistance for increased rent, moving costs, security deposits and increased utility costs. In rare cases, a per-diem may be provided for food costs if comparable housing is not available.

Displaced persons shall be relocated into comparable, decent, safe and sanitary dwellings that are adequate in size to accommodate the dwelling occupants. Replacement dwellings shall be functionally equivalent to the acquired dwellings and shall not be subject to unreasonably adverse environmental conditions.

Displaced persons shall have the right to appeal a claim that is denied by the City or its grantee.

Distribution of relocation assistance payments shall be made on a timely basis in a minimum of two installments. A displaced household may elect to receive a lump-sum payment equal to the capitalized value of the relocation assistance payment to allow for the purchase of replacement housing in accordance with program restrictions.

A COMMITMENT TO PROVIDE ONE-FOR-ONE REPLACEMENT

The City shall replace all occupied and vacant occupiable low/moderate-income dwelling units demolished or converted to a use other than as low/moderate-income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended, as described in 24 CFR 570.606(b)(1) and 24 CFR 42.375. Dwellings shall be provided within Antioch and shall be designed to remain affordable to persons of low and moderate income for ten years from the date of initial occupancy.

All replacement housing will be provided within three years of the commencement of the demolition and rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the City will make public and submit to the HUD Field Office the following information in writing:

1. A description of the proposed assisted activity;
2. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be demolished or converted to a use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
3. A time schedule for the commencement and completion of the demolition or conversion;
4. The general location on a map and approximate number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
5. The source of funding and a time schedule for the provision of replacement dwelling units; and
6. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling unit for at least 10 years from the date of the initial occupancy.

Appendix A – Summary of Public Meetings, Noticing, and Publishing

ITEM	Public Meetings	Noticing	Publishing
Five (5)-Year Consolidated Plan (ConPlan) and Analysis of Impediments to Fair Housing Choice (AI)	At least one focus group meeting to identify housing and community development needs	By email invitation	A copy of the ConPlan and AI will be made available on the City's website, and at City Community Development office, located at 200 "H" Street, 2 nd Floor, Antioch CA. Also available on the County website and at one library in each of the three regional areas of the County.
	At least two public meetings to identify housing and community development needs	By letters (U.S. mail and/or email) to interested party mailing list and published in non-legal section (if funds allow) of at least one local newspaper at least 14 days (not counting the date of publication) prior to the meeting date.	
	One prior to the City Council meeting to consider the Consolidated Plan recommendations	By letters (regular U.S. mail and/or email) to interested party mailing list and published in non-legal section (if funds allow) of at least one local newspaper at least 30 days (not counting the date of publication) prior to the meeting date; AND Posting at Antioch City Hall, 200 "H" Street, Antioch Notice must include a summary of the proposed plan.	
Annual Action Plan (1 st year of Two Year Funding Cycle)	Notice of Funding Availability (NOFA)	By letters (U.S. mail and/or email) to interested party mailing list and published in non-legal section (if funds allow) of at least one local newspaper at least 30 days (not counting the date of publication) prior to the application due date.	A copy of the Action Plan, Consolidated Plan and any Substantial Amendments, as well as the CAPER, will be made available on the City's website, and at City Community Development office, located at 200 "H" Street, 2 nd Floor, Antioch
	At least two public meetings - One during development	By letters (U.S. mail and/or email) to interested party mailing list and published in non-legal section (if funds allow) of at least one local newspaper at least 14 days (not counting the date of publication) prior to the meeting date.	
	- One at the City Council meeting to consider the Action Plan, prior to consideration.	By letters (U.S. mail and/or email) to interested party mailing list and published in non-legal section (if funds allow) of at least one local newspaper at least 30 days (not counting the date of publication) prior to the meeting date; AND Posting at Antioch City Hall, 200 "H" Street, Antioch Notice must include a summary of the proposed plan.	
Annual Action Plan (2 nd year of 2-yr Funding Cycle)	One at the City Council meeting to consider the Action Plan, prior to action.	By letters (U.S. mail and/or email) to interested party mailing list and published in non-legal section (if funds allow) of at least one local newspaper at least 30 days (not counting the date of publication) prior to the meeting date; AND Posting at Antioch City Hall, 200 "H" Street, Antioch Notice must include a summary of the proposed plan.	
Substantial Amendment	One at the City Council meeting to consider the Amendment, prior to action.	Published in non-legal section (if funds allow) of at least one local newspaper at least 30 days (not counting the date of publication) prior to the meeting date; AND Posting at Antioch City Hall, 200 "H" Street, Antioch	
Consolidated Annual Performance & Evaluation Report (CAPER)	Preferably one City Council meeting to consider CAPER in conjunction with Action Plan development for next year.	Published in non-legal section (if funds allow) of at least one local newspaper at least 15 days (not counting the date of publication) prior to the meeting date; AND Posting at Antioch City Hall, 200 "H" Street, Antioch	

